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HIV Health Services Planning Council

City Hall, Mayor's Conference Room (Rm. 201)
1 Dr. Carlton B. Goodlett Place

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January 26, 2004
4:30 PM - 7:30 PM

DRAFT AGENDA

I. Call to Order **4:30 PM**

II. Roll Call **4:32 PM**

III. Review and Approval of Agenda **4:35 PM**

IV. Review and Approval of Minutes- November 24, 2003 **4:37 PM**

V. General Announcements **4:40 PM**

VI. Public Comment **4:45 PM**

VII. Prevention with Positives Definition- VOTE **4:55 PM**
Council Co-chairs
The Council will vote to adopt the Prevention with Positives definition developed by the joint working group of the HIV Prevention Planning Council and the HIV Health Services Planning Council. See definition below:

Prevention with positives is any intervention that addresses the specific prevention needs of HIV positive persons. HIV positive people should be involved in the planning and implementation of all prevention with positives programs.

The main goals of prevention with positives are:
- **To reduce the spread of HIV and STDs**
- **To help HIV positive people achieve and maintain physical, emotional, sexual, and reproductive health and wellbeing**
- **To assist those HIV positive people, who do not know they are positive, in learning their HIV status.**

Public Comment on this item

VIII. Prioritization Recommendations **5:05 PM**
Randy Allgaier
The Evaluation Committee presents their recommendations for prioritization 2004, following the evaluations of the 2003 prioritization process.

Public Comment on this item

IX. Membership -VOTE 5:20 PM

Mjay Sanders

The Steering Committee recommends Council Members Margot Antonetty, Charlene Pugh and Norman Tanner for membership term renewal.

Public Comment on this item

X. HOPWA Loan Committee Council Seat- VOTE 5:23 PM

Community Outreach & Advocacy Committee

The Community Outreach & Advocacy Committee forwards a recommendation to appoint Council Member Joe McMurray to the Council's second HOPWA (Housing Opportunities for People Living with AIDS) Loan Committee seat.

Public Comment on this item

XI. Community Input Activities 5:25 PM

Catherine Geanuracos

The Community Outreach & Advocacy Committee will lead a discussion soliciting Council Member suggestions for Community input topics/ focuses.

Public Comment on this item

XII. AIDS Office Update- VOTE 5:35 PM

Michelle Long Dixon

Monthly update from the HIV Health Services and vote/approval of the final HRSA budget for 2003/2004.

Public Comment on this item

XIII. ADAP/Medi-Cal Update 5:55 PM

Jeff Byers/ Randy Allgaier

Monthly update on recent ADAP/Medi-Cal developments.

Public Comment on this item.

XIV. Dinner Break 6:00 PM

XV. Proposal for Prioritization Consultant- VOTE 6:15 PM

***Planning Committee Prioritization Topic**

The Planning Committee (with the support of the Steering Committee) ***presents a motion to adopt the proposal from John Golenski (Institute for Ethics and Health Policy) to work with the Council on developing the prioritization process****. Please see the proposal for project details.*

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Public Comment on this item

XVI. Overall structure of HIV Care in SF **6:50 PM**

Laura Thomas, CAEAR Coalition Board Member

***Planning Committee Prioritization Topic**

An explanation of the overall system of Care in San Francisco, including where Title I and Title II dollars fit in.

Public Comment on this item

XVII. HRSA Program Guidance **7:18 PM**

Susan Shea

***Planning Committee Prioritization Topic**

Council Member Shea will review the HRSA program guidance for prioritization.

Public Comment on this item

XVIII. New Business/ Next Agenda **7:28 PM**

XIX. Adjourned **7:30 PM**

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Committee attendees.

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San Francisco Department of Public Health, AIDS Office
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(Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Donna Hall; by mail to Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 409, by phone at (415) 554-7724, by fax at (415) 554-7854 or by email at Donna.Hall@sfgov.org Citizens may obtain a free copy of the Sunshine Ordinance by contacting Ms. Hall or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://www.sfgov.org/bdsupvrs/sunshine.htm

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January 26, 2004
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DRAFT MINUTES

I. Call to Order
The meeting was called to order at 4:30 P.M.

II. Roll Call
See Attachment A for the roll call.

III. Review and Approval of Agenda
The agenda was approved by consensus.

IV. Review and Approval of Minutes- November 24, 2003
CM (Council Member) Sanders mentioned he will make non content grammatical corrections and send them to Council Support. The minutes were approved by consensus.

V. General Announcements
CM Hume had 2 announcements.
1. A reminder to fill out the FPPC forms and return them to Council Support
2. Reminder that public comment is not a time to ask questions

VI. Public Comment

Patrick Monette-Shaw commented, "As this Council knows, previous press reports noted Mayor Newsom is considering eliminating the City's AIDS Czar position — the HIV/AIDS Policy Advisor to the Mayor — because its $50,000 salary would pose a so-called "enormous" burden, given the City's purported budget deficit. As you may know, there are 2,900 City employees earning in excess of $90,000 costing over $314 million annually, so this weak excuse the City can't afford $50K is bogus. I have taken the initiative to recommend to Mayor Newsom that he retain this position and fill it immediately. If I can take such initiative, so too can this Council. If this Council fails to advocate for keeping this position, San Francisco will become the laughing stock of the nation if we fail to keep an AIDS Czar and President Bush subsequently follows San Francisco's lead by eliminating his own AIDS Czar from the White House."

Mark Dunlop announced he will be submitting his application to the Council.

A representative from Marin County announced that Allison Clayton will be back in the office soon and wished to thank CM Graham for helping with the cite monitoring in Marin County.

VII. Prevention with Positives Definition- VOTE
Council Co-chairs

The council discussed the Prevention with Positives definition. The Council voted to adopt the Prevention with Positives definition developed by the joint working group of the HIV Prevention Planning Council and the HIV Health Services Planning Council.

Public Comment on this item:

Patrick Monette-Shaw added, "The January 2004 issue of Poz Mazazine currently available on the Internet has two articles on its Web site, one by San Francisco psychotherapist Walt Odets and another by Esther Kaplan. Both authors claim CDC recently sprang the Prevention for Positives concept onto an unsuspecting AIDS community without forewarning in reaction to the Religious Right, unfairly targeting gay men. Both authors must not have learned San Francisco has had a prevention-for-positives demonstration project with the Stop AIDS Project for the past four years; the CDC's initiative is hardly new, nor was San Francisco's AIDS community unaware of the change at CDC or of this demonstration project. Conveniently, nobody complained about the Stop AIDS prevention-for-positives demonstration project. I challenge this Council — as a formal body and as private individuals — to write Poz in order to set the record straight that CDC's initiative is neither new nor picking on people with HIV/AIDS."

VIII. Prioritization Recommendations
Randy Allgaier

The Evaluation Committee presented their recommendations for prioritization 2004, following the evaluations of the 2003 prioritization process. Please refer to the printed slides for more information. The council discussed the recommendations.

Public Comment on Prioritization Recommendations:

Patrick Monette-Shaw Said, "While Council Member Randy Allgaier just made an excellent presentation regarding recommendations for the Prioritization Process, I respectfully disagree with his recommendation the Council consider hiring meeting facilitators. The San Francisco AIDS Foundation pays facilitators up to $500 in stipends to "facilitate" events. If this Council wishes to have any of its meetings conducted by people trained in facilitating meetings, it should have made that a condition of award in the contract that provides this Council with administrative support. By requiring organizations such as Shanti, which holds the current administrative support contract, to have staff trained in facilitating meetings this Council could kill two birds with one stone, without having to subsequently hire meeting facilitators in addition to having a contract to provide administrative support. Then, perhaps more of San Francisco's CARE Act award would actually reach people living with HIV/AIDS, and not have excessive funds spent on meeting facilitators."

Public Comment on Agenda ADAP/Medi-Cal Update by Patrick Monette-Shaw:

"As some of you know, I attended the ADAP demonstration sponsored by the San Francisco AIDS Foundation at the State building. If you will only read a report posted on my Web site, www.thelastwatch.com, you will learn SFAF has diverted $22.4 million in funds to its African

affiliate, the Pangaea Global AIDS Foundation, in just the two-year period ending in June 2003. While a portion of that $22.4 million was from a portion of Pfizer's three-year $11.5 million grant, at least $10.9 million, if not more, came from SFAF's so-called 'private' funds. SFAF could well afford to use some of the millions diverted to African towards keeping Californians off of an ADAP waiting list. After all, it's a matter of priorities, and before we have waiting-list related deaths in California, as has happened in at least two other states, SFAF could be helping Bay Area residents with ADAP co-payments, first."

IX. Membership -VOTE

Mjay Sanders

CM Sanders announced that this year the membership committee will be making recommendations for new members on a quarterly basis. This will begin in February. Bringing on new members during prioritization is a challenge. Each new member will have a mentor to help them understand matters. The Steering Committee recommended Council Members Margot Antonetty, Charlene Pugh and Norman Tanner for membership term renewal. These three members were approved by consensus.

X. HOPWA Loan Committee Council Seat- VOTE

Community Outreach & Advocacy Committee

The Community Outreach & Advocacy Committee recommended the appointment of Council Member Joe McMurray to the Council's second HOPWA (Housing Opportunities for People Living with AIDS) Loan Committee seat. This is a second seat—the first seat is filled by CM Hume. HOPWA gets its funding from HUD (Housing and Urban Development). These funds are used to support an AIDS subsidy program and other funds are used for capital projects and operating expenses for some of the residential care facilities. The Council voted in favor of Joe McMurray as a representative on the HOPWA Loan Committee.

XI. Community Input Activities

At the next committee meeting, community input activities will be discussed in further detail, all council members are welcome to attend. The meeting will be on February 11 from 5:30-7:00 P.M. Any suggestions regarding community input can also be emailed to CM Durio, Geanuracos, or to Council Support.

The Community Outreach & Advocacy Committee discussed the solicitation of Council Member suggestions for Community input topics/ focuses. CM Sanders encouraged others to recall whether there are other groups or populations, whose needs were insufficiently assessed in the last process. CM Shea mentioned that feedback from the community can be a tool in determining the way that services should be structured. It would be of additional interest to determine the barriers preventing people from participating. The council discussed community input activities.

According to CM Chung, input gathered from clients who are utilizing services helps us prioritize according to services that are needed and desired. She feels that we did not really listen to the community input and for this reason people are discouraged. More people should come together in the planning process. It was also suggested that the meetings should take place in different neighborhoods. However, one must be aware that groups with a specific interest can pack meetings in order to have their needs acted upon and their needs might not reflect the needs of the majority of the community.

XII. AIDS Office Update- VOTE

A monthly update from the HIV Health Services was made; however, the Executive Director of Health did not attend the council meeting, and discuss the Department of Public Health's budget process. Instead, Michelle Long Dixon gave the presentation. The first item is a report back on the carry-forth project. Items 1 and 4 are modifications to current contracts – service will be provided between now and February. Item 2 is contract modification; however, the vouchers will be saved until the beginning of the next fiscal year and then they will be available to contractors. Item 3, the planning process will begin tomorrow. There are a series of three meetings planned. Item number 2 has to do with the un-obligated funds. The council will prioritize how each fund will be spent. The Health Services HIV stats going back and looking at proposals that were submitted by contractors to make sure that what was in question was allowable in the grant and also was in keeping with the time period in question. We try to make sure that we captured the un-obligated funds that were possible, as well as some that were already obligated. Please refer to the hand-outs. Contractors requested a number of supplies, such as computer equipment. The standards for eight categories have been developed – most of those have had at least 1training where it says next training Feb. They only had 1 training session for providers and they are doing a second based on a survey of staff turnover. In terms of implementation, we refer to standards of care in the contracts and providers category. The references they are to appear to the standards of care for their particular category and that is put into their contract and their contract is monitored to make sure that they adhere to standards. So, most of the standards will begin to be included contracts beginning March first for 2004/2005. Integrated services and transportation are 2 that will spill over into the next fiscal year. As will trainings and implementations in 2005/2006.

The standards of care are done through a community process. The consultant that organizes the meetings and actually does the writing, he contacts, all of the providers in those particular categories, and also gets those providers involved in a community-wide process. The participants work to develop a draft – the draft is circulated for comment the results are a community component where we convene the community with HIV and explain the processes and go through to come up with the draft, explain the draft with their comment and do that. A client must know what their responsibility is and then the standards become finalized, and then we train the consultant who develops a curriculum.

Russ Zellers reviewed the final budget for 2003/2004 Please refer to the handouts. It is important to note that here have been some changes to this budget since the original one that was submitted 6 months ago. In addition to the carry forward 1 time balance there have been instances in which contracts were reclassified based on program manager's recommendations or providers requests. Also there have been occasions in which contract structures were changed. For example, case management or primary care exhibits have been combined to become primary care, so money moves depending on the structure of the contract. Clearly, there are variations between this budget and the one received earlier.
The HRSA budget for 2003/2004 was approved.

The second item reviewed was a spreadsheet about the cost of care, which resulted from a cost of care analysis project.

XIII. ADAP/Medi-Cal Update

Jeff Byers and Randy Allgaier presented a monthly update on recent ADAP/Medi-Cal developments. CM Byers announced his intention to keep ADAP without capping it. Last year

there was a discussion about co-payments. Co-payments did not become a reality -- instead, money was taken from vouchers to help compensate for funds taken in co-payments. The CARE HIP Program (the Health Insurance Premium Payment Program) pays for an individual's COBRA payment if an individual is too sick to work. The program has become very popular. ARIES is an ongoing program that is similar to Reggie, but not Reggie. ARIES is a partnership between the state of California, the San Diego VMA, the San Bernidino Riverside VMA, and the state of Texas all working together to develop this system that will be available in the future. CM Allgaier developed a presentation outlining Title II funding. He will provide this presentation to the Council at a future date.

Public Comment on this item

Laura Thomas thanked the people who attended the rally in front of the state building. Over 250 people attended including advocates living with HIV, speakers discussing what the program has meant to them, anger at the proposed cap, and energy towards opposing it. As she gets dates for future demonstrations, she will post them on the Council's Yahoo list.

Patrick Monette-Shaw commented regarding ADAP. "As some of you know, I attended the ADAP demonstration sponsored by the San Francisco AIDS Foundation at the State building. If you will only read a report posted on my Web site, www.thelastwatch.com, you will learn SFAF has diverted $22.4 million in funds to its African affiliate, the Pangaea Global AIDS Foundation, in just the two-year period ending in June 2003. While a portion of that $22.4 million was from a portion of Pfizer's three-year $11.5 million grant, at least $10.9 million, if not more, came from SFAF's so-called "private" funds. SFAF could well afford to use some of the millions diverted to African towards keeping Californians off of an ADAP waiting list. After all, it's a matter of priorities, and before we have waiting-list related deaths in California, as has happened in at least two other states, SFAF could be helping Bay Area residents with ADAP co-payments, first."

XIV. Dinner Break

Following dinner was a quick announcement from Hywel Sims (Shanti) regarding the email announcing Joe Fera's resignation. As a result in the change of staffing, the structure of Council Support is being evaluated. Further information will be available in the coming week

XV. Proposal for Prioritization Consultant- VOTE
***Planning Committee Prioritization Topic**

The Planning Committee presented a motion to adopt the prioritization development proposal from John Golenski. The Council unanimously voted in favor of adopting the proposal from John Golenski (Institute for Ethics and Health Policy) to work with the Council on developing the prioritization process. Please see the proposal for project details.

Public Comment on this item

Patrick Monette-Shaw commented on the proposal for a prioritization consultant.
"Last February this Council increased its administrative support contract by $91,600. You just unanimously voted, approving another $200 per hour contract, for $28,920 in total, to have an ethicist teach you how to choose among equitable "decision-making" models for priority-setting spending of next year's CARE funds. Last year you didn't shoehorn a decision-making model onto priority-setting; why this expense has suddenly become crucial is unknown. Last

fall, Council Member Susan Shea researched various decision-making models, presumably at the library. Her research stymied, Shea brought in Ethicist John Golenski on November 24 for a presentation on decision-making models. This Council failed to choose a model independently and now want to spend nearly $30K, or almost $1,000 per Council member, to learn this skill, which will need to be repeated annually, given the high rate of Council member turnover. This money could be better spent on direct emergency financial assistance to PLWH/A."

XVI. Overall structure of HIV Care in SF

***Planning Committee Prioritization Topic**

CAEAR Coalition Board Member, Laura Thomas, provided an explanation of the overall system of Care in San Francisco, including where Title I and Title II dollars fit in. She reviewed a pie chart of Federal HIV/ AIDS spending for care and assistance by program (including State share of Medicaid). Please refer to the handout. Title I is 16% of the total. When people are diagnosed with AIDS, about 40% of people are on private insurance, such as Kaiser, BlueCross, and HealthNet. About 40% are uninsured, and 20% are publicly insured – in other words, they have Medi-Cal. For many people, an AIDS diagnosis enables them to get a disability status, which enables them to get Medi-Cal, even if their income disqualifies them. One's insurance status often changes after their health status changes. When they can no longer work due to illness, their private health insurance is often discontinued. The number of people with private insurance decreases and the number of people eligible for Medicaid increased. That leaves 40% of people on private insurance and 60% relying on public funds. Of the 60% relying on public funds, the Ryan White funds are about 16% of that. Title 1 is paying for about 10% of the cost of people living with AIDS. In the Ryan White Care Act,
Title I is the money that comes to eligible urban areas to pay for HIV services.
Title II goes to the state and California gets the largest portion of it. The rest of it goes to the county. (Please refer to the pink handouts.)
Title III is a program that pays for direct medical care services (Community Based Programs).
Title IV is children, youth, women, and families.
Medi-Cal is the main provider for the city's disabled and low income and provides medical care and optional benefits. The disease is impoverishing.
Medi-Cal does not cover the population diagnosed with HIV, but not considered to have AIDS, as well as undocumented immigrants.
The Council discussed the various funding streame for HIV services. CM Antonetty briefly discussed funding for the housing of people with HIV. Title 1 funds are not used to help those in prisons.

XVII. HRSA Program Guidance

Susan Shea

***Planning Committee Prioritization Topic**

Council Member Shea reviewed the HRSA program guidance for prioritization. Since a consultant has been hired to help with the prioritization process, it is important for council members to read the HRSA guidance and figure out what is most essential for prioritization. Refer to the prioritization chapter in the Title I manual or download the information from the following Website: http://hab.hrsa.gov/tools/title1/t1SecVIIChap2.html
ftp://ftp.hrsa.gov/hab/t1SecVIIChap2.pdf

Public Comment on this item:

Patrick Monette-Shaw again said, "Since tonight's meeting ran overtime, rather than presenting any new or meaningful summary of HRSA's Program Guidance, Council Member Susan Shea just indicated that the Council's vote to approve the $28,920 contract with Ethicist John Golenski from the Institute for Ethics and Health Policy, is 'That's what we're paying him to do.' This is outrageous; this Council is mandated to know what HRSA's program guidance is, and you should not need either a meeting facilitator nor an ethicist to teach you what your roles are, nor how to use a decision-making model. From my understanding of the CARE Act, there is no provision that permits you to substitute hiring an ethicist for knowing HRSA's program guidance stipulations. For an expenditure of $28,920, you might just as well have gone to Needless Markup — err, Neiman Marcus — and bought yourselves new Gucci handbags to pack your priority-setting into Gucci's newest decision-making purse strings."

XVIII. New Business/ Next Agenda

Obtain more information about the contracting process from the AIDS Office

XIX. Adjourned

The meeting was adjourned at 7:30 P.M.

HIV Health Services Planning Council

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II.	**Roll Call**	**4:32 PM**
III.	**Review and Approval of Agenda**	**4:35 PM**
IV.	**Review and Approval of Minutes- January 26, 2003**	**4:37 PM**
V.	**General Announcements**	**4:40 PM**
VI.	**Public Comment**	**4:45 PM**
VII.	**Memorandum of Understanding- VOTE** **Infrastructure and Policy Committee** *The Infrastructure and Policy Committee will present the draft Memorandum of Understanding(MOU) between the Grantee and the Council, including the additions made to the document. The Council will vote to accept the MOU.* *Public Comment on this item*	**4:55 PM**
VIII.	**Rebidding Process Report** **Infrastructure and Policy Committee** *The Infrastructure and Policy Committee will give an update on the rebidding process.* *Public Comment on this item*	**5:10 PM**
IX.	**Membership -VOTE** **Mjay Sanders/ Jorge Rodriguez**	**5:20 PM**

The Membership Committee recommends Council Member Charles Siron for membership term renewal. The Committee also would like to recommend six new Council Membership Candidates for appointment to the Council:

- *Ayisha Benham*
- *Brian DeCrocco*
- *Mark Dunlop*
- *Wilfredo Ortiz*
- *Laura Thomas*
- *Kenneth Valadez*

Public Comment on this item

X. ADAP/Medi-Cal Update **5:30 PM**

Jeff Byers/ Randy Allgaier

Monthly update on recent ADAP/Medi-Cal developments.

Public Comment on this item.

XI. Dinner Break **5:40 PM**

XII. Integrated Service Model **5:50 PM**

Brad Hume, Susan Shea & Catherine Geanuracos

***Planning Committee Prioritization Topic**

The goals of the ISM will be presented (20 min.) to the Council and the Co-Chairs will facilitate the discussion (30 min.) in connection with the Prioritization Process.

Public Comment on this item

XIII. Severe Need Definition **6:40 PM**

Infrastructure & Policy Committee

***Planning Committee Prioritization Topic**

The Infrastructure and Policy Committee will present the Severe Need Definition and the Co-Chairs will facilitate a discussion of the Council's Severe Need Definition.

Public Comment on this item

XIV. New Business/ Next Agenda **7:28 PM**

XV. Adjourned **7:30 PM**

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DRAFT Minutes

I. Call to Order

II. Roll Call
Please see attached.

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III. Review and Approval of Agenda
The agenda was approved.

IV. Review and Approval of Minutes- January 26, 2003
CM Sanders pointed out that the medical update was listed twice. The agenda was pre-approved upon CM Sanders' editorial changes.

V. General Announcements
• The 2004 Bay Area Adolescent Health Working Group Conference, Whole Body Whole Health: Innovative Approaches to Building Adolescent Wellness, will take place Thursday May 6 and Friday, May 7. Registration will begin at 8:00 A.M. and the conference begins at 9:00 A.M. The location is the First Unitarian Church (685 14th Street, Oakland, CA 94612). For a detailed agenda and registration, go to: www.ahwg.net/events/2004.htm. This event happens every two years.
• Leah Crask announced Donald Frazier's resignation from the Care Council on February 12.
• CM Geanuracos announced that the Community Outreach and Advocacy Committee have been working on a draft brochure for the Council. This general document will be used for new member recruitment, distribution at meetings with other organizations and politicians, and distribution to clients in Care funded agencies.

VI. Public Comment
Hywel Sims of Shanti announced that at a meeting with a foundation official who is working on a project to discuss what will happen over the next five years with HIV in California. He is primarily focusing the group on the discrepancy between emerging cases and decreasing funding. He commended the HIV Services Planning Council in San Francisco for hiring John Golenski.

VII. Memorandum of Understanding- VOTE
Infrastructure and Policy Committee
The Infrastructure and Policy Committee presented and reviewed the draft Memorandum of Understanding (MOU) between the Grantee and the Council, including the additions made to the document.
CM Sanders asked whether the priority setting deadline is the same each year. Joe McMurray pointed out an acronym that was not spelled out, as well as a typo in the document. After public comment, the Council voted unanimously to accept the MOU.

Public Comment on this item:
Partick Monette-Shaw submitted written comment: Item 5 on page 8 of this MOU discusses unexpended or unobligated funds (the so-called misnomer "un-funds") remaining at the end of a fiscal year, indicating the Grantee (SF DPH) will inform the Council of the amount of unfunds 90-120 days after the

end of the fiscal year. It's completely ridiculous that it would take DPH four months into a new fiscal year to admit how much money remained unspent in the prior fiscal year. As this Council knows, one of the rules imposed during competitive review of grant applications for competitive CARE funding is that the application will be judged based on past performance in the EMA. Other HRSA guidance states that the grantee and the Council must keep track of how rapidly Title 1 money is, or isn't being spent. Spending CARE Act funds rapidly is a HRSA expectation this Council keeps violating, contributing to reduced funding awards.

VIII. Rebidding Process Report
Infrastructure and Policy Committee
The Infrastructure and Policy Committee gave an update on the rebidding process.

IX. Membership -VOTE
Mjay Sanders/ Jorge Rodriguez
The Membership Committee recommended Council Member Charles Siron for membership term renewal. The Committee also recommended the following six new Council Membership Candidates for appointment to the Council: Ayisha Benham, Brian DeCrocco, Mark Dunlop, Wilfredo Ortiz, Laura Thomas, and Kenneth Valadez. CM Rodriguez reviewed the backgrounds of the membership candidates.

Public Comment on this item:
Patrick Monette-Shaw: I oppose the nomination of Laura Thomas for membership on this Council. Mark Cloutier, Continuum's Executive Director, announced at the November 2003 Council meeting that Ms. Thomas had resigned from DPH to accept a position with Continuum, he indicated up to one-third of Ms. Thomas' time would be made available to the Council and/or to SF DPH for CARE-related projects. Since Continuum receives Title 1 CARE funds, appointing a Continuum employee, Ms. Thomas, to this Council would result in the appearance of another conflict of interest. HRSA's requires this body reflect the demographics of the epidemic, but there are 17 female members, representing 44.7% of the 38 members, but there have only been 987 female AIDS cases in San Francisco representing a scant 3.85% of all AIDS cases compared to the 88.6% of AIDS cases among gay and bisexual men. Appointing Thomas would not represent demographics of San Francisco's epidemic.

The Council voted in favor of the membership renewal and new member candidates.

X. ADAP/Medi-Cal Update
Jeff Byers and Randy Allgaier were not present to give the monthly update on recent ADAP/Medi-Cal developments. Another CM announced the upcoming ADAP Rally to Sacramento on March 8, 2004. Buses will be leaving from the San Francisco AIDS Foundation at 7:30 A.M. (995 Market Street at the corner of 6th and Market). Contact the AIDS Foundation or Project Inform in order to reserve a seat on the bus.
There are some unknowns about ADAP, such as the total amount of available rebates from the pharmaceutical companies, which could be part of the financial solution. It is possible that the legislature will not go along with the Governor's request. The Board of Supervisors of Los Angeles County recently voted on a resolution strongly supporting ADAP, demanding full funding for the program and rejecting any changes in the eligibility criteria.
No mention was made regarding co-payment. It should be fully funded without co-payments.
There is a national effort to pass an emergency appropriation to put additional dollars into part of the Ryan White title that funds ADAP, Title II.

XI. Dinner Break

XII. Integrated Service Model (Brad Hume, Susan Shea & Catherine Geanuracos)
The goals of the ISM were presented to the Council and the Co-Chairs facilitated the discussion in connection with the Prioritization Process. Susan Shea gave a thorough history of how the ISM philosophy came to the Council.
Points made by CM Shea: In 1997, a group of Council members, community members, and consumers were trying to make the functioning of the care system more effective and efficient for clients from a consumer's viewpoint. One idea that came up was having some organizations that were placed in different geographic areas start networking together. A group of Council members got together and decided to put 25% of primary care dollars into integrated service providers. This was a big deal at HHS because it meant that in a short amount of time, they had to "put out to bid" pieces of the CARE system that for years had not had to interact with one another. Some MOU's worked better than others. There was nothing in an MOU that required case conferencing or integration. It meant a change for the entire system. The system was in an uproar for two years. The people that need the services most are the most difficult to get into CARE. People that need the services most may need housing, mental health services, substance abuse services, and case management. All of these issues would need to be addressed BEFORE the client can see a primary care provider and get medication. A year ago, there was a Planning Council discussion about having an integrated service model instead of an integrated services provider. When money went into integrated service providers, it was not realized how much money was required. In order for the care to be better, more money is needed. HHS is not to blame. Last year, the CARE Council decided to move from ISP's to ISM's. Clients or patients should get their care in a network, where the providers are encouraged, paid for, reimbursed, forced to communicate with one another. Please refer to the integrated service model handout.
The goal of prioritization this year is to:
• To clarify the definition of integrated services model
• Determine the percentage of our total budget going to concept
• Determine the infrastructure of the concept to keep HHS informed as to the parts of the ISM that need proper funding
Are there geographic areas of the city that we want to consider?
Are there certain populations that we want to identify as to first going into ISM's?
Does everyone need an ISM? Some think yes and some think no.
These conversations are necessary between now and July
People must be aware of the process on how the ISM will be discussed. The I& P Committee requested the AIDS office to set up a task force that will be made up of consumers, providers, Council members, and AIDS office experts. This collaboration will lead up to a request for a proposal (RFP) in the fall that will have everyone's input. While that advisory group is in progress, John Golenski will be looking at this model closely and assisting.

A third process that is going on in the city is a think tank. This "think tank" is comprised of people from UCSF, consumers, Black Coalition on AIDS, Asian and Pacific Islanders, etc. that are coming together to discuss how the HIV healthcare system should look in the future. Hopefully, all the information from this will be included in our Prioritization process, which will be assisted by John Golenski. John Golenski will present to the next Planning Committee the documents that will be used, the information, along with the outcome. That will be discussed by the Planning Committee, the Steering Committee, and the Full Council to validate matters, and then we will begin. The Council spent forty-five minute discussing about the ISM.

CM Geanuracos mentioned the importance for the council of getting feedback from the clients who utilize the services. She discussed ways of obtaining consumer input at the forum, scheduled for the spring. What do you want to know from the people who have been in the ISPs? Do you want to know their positive and negative experiences in the ISPs? Some of those things will transfer into the ISMs and some of them will hopefully, be addressed by the Council. John Golenski is going to assist in structuring

the forum so that meaningful feedback is obtained. CM Geanuracos expressed her opinion that one can have a comprehensive model and still have within it, individualized care planning. It is possible to have eight services available in a given model. Perhaps 30% of the clients will use eight services at some point, but 40% will use six and will not need the other two. There is a steadily increasing level of need in the clients served. As the funding gets tighter, those clients are the people that we want to concentrate on serving.

According to CM Shea, HRSA's main concern is that primary care be at the hub of case management services. ISM's will be more expensive, but more effective. Not every ISM will look the same for every population and every geographic area. An ISM for African American women is going to look different from an ISM for another group. Some ISM's will be vertical, where everything is done in one building, by one provider. The principles of ISM and the support of the structure can be the same for every ISM; however, every ISM can have its own personality. According to Reggie, 50% of everyone in the CARE system gets their HIV care from the privates. A challenge is to make sure that the people who are getting primary care outside of our structures are getting good primary care. It is important to look at the centers where we are providing care to the neediest populations. The Department of Public Health is the provider of last resort. The centers must be healthy and the satellites must be healthy.

CM Hume feels that there needs to be a definition of vicinity.

Care dollars are designated for the underinsured. Hopefully services that do not fit into this model will be looked at. There are a number of people who are not covered within the CARE system, but who utilize the "wrap around" services.

CM Siron feels that last year the effectiveness of the ISPs was not evaluated.
Now we want to launch a new definition of service model. It is expected to cost more. CM Siron hopes that the committee is going to look at ways to integrate this ISM into DPH funding and DHS funding so that it is effective. It is not going to be an effective model with CARE Title I money only. It is important to know who our partners will be in this endeavor.

Public Comment:
Jim Eliott of Project Open Hand: I want to comment on the providers' perspective. We had an extensive discussion about this after the January 28, 2004 meeting, which, was organized by the Council and the AIDS office. The problem that comes up is the different perspectives that we have.

Patrick Monette-Shaw: Your perspective is just about Care money and CARE funded services. There are a whole range of community-based service providers, like myself, who have a blend of funding streams and serve a wide population of people—people with HIV. We have mental health money, substance abuse money, senior money, and we are all trying to serve our clients. Your money is very restricted and it is more restricted over time to this severe need population and we buy into that. What you are defining is a service system using not all the parts, but just for that severe need group. This idea that fifty percent of the people in Reggie do not get their primary care through Care through CARE funded primary care. I bet that it is a lot more than that. The whole point is they should be getting their primary care paid for by MediCAL, or insurance, or other kinds of services. CARE is the funding of last resort. If you make your CARE funded primary care clinics the lynch pin of the Integrated Services Model, you are going to restrict it down to a small number of people. It should be a small number of people. We want to cooperate with this, we will. As Naomi pointed out to us, it is not if and how, but when. We know this is coming and we know you have the power to determine the priorities for your funding. You have to recognize that we serve a wide variety of people, like Mjay, who do not access CARE funded primary care necessarily, but who do need outpatient substance abuse treatment paid for by CARE funds that they will not get. If all of the money for outpatient substance abuse treatment goes into this ISM, it's

over.

Naomi Prochovnick, Director of Tenderloin Care Continuum: When we are talking about people who are getting their primary medical care outside of CARE funds. These clients are still high need and are getting their "wrap around" services through CARE funded services because MediCAL does not pay for case management and very little psychiatric and/or mental health, and food and transportation, etc. The case manager needs to coordinate the provision of whether the care is provided by a CARE funded medical provider or a MediCAL funded care provider. Our goal is to get all CARE or MediCAL eligible clients to get benefits, including "wrap around" services. In the future, the coordination will rely on the provider coming to meet with the client rather than have the client "run around."

Sherry Thomas: Be careful when you speak of the vicinity because I work with a specific targeted population and they have boundaries and they have areas that they just will not go into. They would rather die and they will die because they will not go across town to get medical care or mental health care. When I hear you guys pushing around and moving around vicinity and someone says that it is not important, it is important to a certain population that I work with. I am new to this process, but it is very interesting because I do not see my population represented around this table and my staff is young, so I'll have to be that voice. I want you to be a bit more open-minded so we can all be represented at the table.

XIII. Severe Need Definition
Infrastructure & Policy Committee
*Planning Committee Prioritization Topic
The Infrastructure and Policy Committee presented the Severe Need Definition and the Co-Chairs facilitated a discussion of the Council's Severe Need Definition. Refer your handout with the definition of severe need.

CM Shea feels that the severe need document needs to have a phrase stating that people who are out of care are perhaps in the severe need population. It is not going to be true for all, because some are out of care and fine. However, others are out of care because they are homeless, substance abusing, or mentally ill.

It appears that access to services and access to medication has only gotten worse in the Bay View/Hunters Point area. This population is primarily African American. Last year in prioritization $35,000 in rollover funds was allocated to do a community planning process. That community is an example that having this definition is not helping one of the most severely needy populations.

Public Comments on this item:
Member of the Public: Providers work it into their proposals that they are serving these people. This is meaningless until you realize that care funds are like insurance. Until you tell Reggie, to tag the people in Reggie who should be CARE funded, this is meaningless and it will not be possible to track whether Reggie is actually targeting the people that you want them to target. Why does Reggie not identify the low income, uninsured, under insured? When I search the Reggie records and my clients, I can say, "This one's funded by CARE."

Naomi Prochovnick: I wanted to piggy-back on something that Susan Shea was talking about, which is remembering that HRSA is mandating a certain percentage of CARE funding be set aside for bring "out-of-CARE" clients into CARE. It is important to look at who is out of CARE and why they are out of CARE.

Sherry Thomas expressed that more needs to be done to help the severe need African American population.

XIV. New Business/ Next Agenda
Complete the evaluation forms by the door

XV. Adjourned
The meeting adjourned at 7:30 P.M.

Meeting minutes are considered to be in DRAFT form until reviewed and approved by Council attendees.

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San Francisco

HIV Health Services Planning Council

City Hall, Mayor's Conference Room (Rm. 201)
1 Dr. Carlton B. Goodlett Place

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March 22, 2004
4:30 PM - 7:30 PM

DRAFT AGENDA

I.	**Call to Order**	**4:30 PM**
II.	**Roll Call**	**4:32 PM**
III.	**Review and Approval of Agenda**	**4:35 PM**
IV.	**Review and Approval of Minutes- February 23, 2003**	**4:37 PM**
V.	**General Announcements**	**4:40 PM**
VI.	**Public Comment**	**4:45 PM**

VII. Update from the Mayor's Office **4:55 PM**
Steve Kawa, Chief of Staff, Mayor's Office
***Planning Committee Prioritization Topic**
Steve Kawa will present an update from the Mayor's Office regarding city funding issues.

Public Comment on this item

VIII. HIV Health Services Report **5:10 PM**
Michelle Long Dixon/ HIV Health Services- AIDS Office Staff
HIV Health Services monthly report and update.

Public Comment on this item

IX. Epidemiology of HIV/AIDS in San Francisco County **5:25 PM**
HIV Statistics & Epidemiology Section – SFDPH
***Planning Committee Prioritization Topic**
The epidemiology of HIV/AIDS in San Francisco County will be presented (25 min.) to the Council. The Planning Committee will facilitate questions and discussion about the data (15 min.) after the presentation.

Public Comment on this item

X. Prioritization Activities Calendar-VOTE **6:05 PM**
John Golenski
***Planning Committee Prioritization Topic**
Mr. Golenski will present a calendar of prioritization activities for the Council to approve.

Public Comment on this item

XI. Dinner Break **6:15 PM**

XII. Memorandum of Understanding- VOTE **6:25 PM**
Infrastructure and Policy Committee
The Infrastructure and Policy Committee will present a change to the Conflict Resolution Model portion of the MOU for a vote to approve the change.

Public Comment on this item

XIII. Membership -VOTE **6:28 PM**
Mjay Sanders/ Jorge Rodriguez
The Membership Committee recommends Council Member William Blum for membership term renewal (May 2, 2004).

Public Comment on this item

XV. Update on Provider/ Consumer Input **6:30 PM**
John Golenski
***Planning Committee Prioritization Topic**
Mr. Golenski will present a brief update on the current plans for incorporating Provider and Consumer input into the prioritization process..

Public Comment on this item

XVI. Exercise to Review Decision Making Methodology **6:35 PM**
John Golenski
***Planning Committee Prioritization Topic**
Mr. Golenski will facilitate an exercise developing a new decision making model for the Council.

Public Comment on this item

XVII. New Business/ Next Agenda **7:28 PM**

XVIII. Adjourned **7:30 PM**

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Committee attendees.

HIV Health Services Planning Council
730 Polk Street San Francisco, CA 94109
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San Francisco Department of Public Health, AIDS Office
25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

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HIV Health Services Planning Council
25 Van Ness Avenue, Room 330 A
March 22, 2004
4: 30 PM - 7:30 PM
DRAFT MINUTES

I. Call to Order

II. Roll Call
Please see attached.

III. Review and Approval of Agenda
Item number 9 was presented before item number 8. Item number 10 will be skipped since the Council addressed it before March 22, 2004.
The agenda was approved.

IV. Review and Approval of Minutes- February 23, 2003
CM Sanders will provide a couple of grammatical changes to the minutes. There was also a minor content change made to the ADAP/Medical Update section.
The minutes of February 23, 2003 were approved.

V. General Announcements
Leah Crask announced that all Council members interested in attending the Title I Consumer Training should contact Council Support as soon as tonight's meeting concludes.

VI. Public Comment
Patrick Monette-Shaw submitted written comment: The HIV Prevention Planning Council is sponsoring a Late Night Breakfast Buffet providing refreshments and $30 so-called "incentives" to crystal methamphetamine users. As this Council knows, it is widely understood in the national research community that offering incentives skews the data collected. SF DPH conducts far too many so-called "scientific" studies that issue cash, and other forms of, incentives, calling into question just how valid data collected in San Francisco is. I am heartened to learn from Steven Tierney, DPH's director of HIV Prevention, that the HIV Prevention Planning Council is considering a policy to potentially ban use of incentives. To preserve data integrity, I urge this Council to develop a similar Resolution banning the use of incentives for all HIV/AIDS healthcare studies, outreach, needs assessments, focus groups, and community forums conducted by the CARE Council.

Several members of the public representing the San Francisco Latino Community affected by HIV and AIDS pointed out the impact of CARE funding cutbacks on the only bilingual legal assistance program (specifically serving the HIV+ Latino community in San Francisco) that will close at the end of May. CM Guillen served as a translator.
Ana Mantano, AIDS Legal Referral Panel Immigration Attorney spoke on behalf of her Latino clients who were cut from the program.
Another Spanish speaking public, Roberto requested a translator.

VII. Update from the Mayor's Office
Jimmy Loyce presented an update from the Mayor's Office regarding city-funding issues.

The 15 billion dollar Bond Initiative has little impact on San Francisco in terms of its deficit. If the Bond initiative failed, there would have been an additional deficit, not a decrease in the deficit. The deficit is based on the numbers originally forecasted somewhere between 299 and 350. The budget will lead the Health Department after the Health Commission vote tomorrow. They will vote to either send it the way it is or vote to make some alterations before sending it to the Mayor's Office. It will be in the Mayor's Office until June 1, 2004. The real struggle with the budget begins June 1, when the board has hearings, and begins to determine how to allocate city and county revenues, and to the Departments of Public Health. The budget analyst will do his analysis. He will make comments about each department and how money is spent. A decision will be made whether to add money or delete. Last year, the San Francisco DPH was to put forth $16 million in cuts. The board of supervisors added back approximately $13 million dollars to the whole department, not to any portion of it. The money was added back based on police prior overtimes and other kinds of monies that were found. Jimmy Loyce does not know whether they will be able to add back funds in this next go round. All that he knows is that the deficit must be addressed. In the DPH, there is no formalized contingency budget at this time: however, a formalized contingency budget is expected by April 6, 2004, after the Health Commission. Jimmy Loyce does not have the authority to put out the DPH's budget or its contingency budget. That comes from the Director of Health and from the CFO.
The HIV AIDS Bureau said that they allocated all of the money that is in Ryan White so that even if our appeal were successful, there is no money to give back to San Francisco. As a result, of the letter being created for the Mayor, a four-year request is being made again. Senator Feinstein will be writing the letter as a representative of the State of California. The state of California took an 8.4 million dollar cut in its total Title I and supplemental awards.

Public Comment:
Patrick Monette-Shaw submitted written comment: It's disturbing Mayor Newsom, instead of working closely with this Council by heeding your recommendation to appoint an AIDS czar, appears to be working with Jim Illig, who advised Newsom not to appoint a czar. Illig appears to carry more influence than you. Newsom's rationale the City can't afford an AIDS czar to provide oversight is specious. Chopping one IS manager paid $165,000 between salary and fringe benefits could fund an AIDS czar $75,000, plus $18,750 in benefits, leaving $71,250 to rescue other. Jimmy Llocye just stated the Board of Supervisors "added back $13 million" to DPH for the current FY. This is untrue; Ordinance 191-03 raided the LHH rebuild fund by $25 million earmarked only for DPH. Included in Mayor Brown's budget submission; it was not an add-back. If only $13 million went to DPH, this Council should be keenly interested in what happened to the remaining $12 million.

Another member of the public spoke in Spanish about health services that were cut to the HIV/AIDS Latino community. It was explained to this speaker that public comment must relate to the specific agenda item addressed. Clarification on this topic was done in Spanish.

VIII. Epidemiology of HIV/AIDS in San Francisco County
HIV Statistics & Epidemiology Section – SFDPH
The epidemiology of HIV/AIDS in San Francisco County was presented to the Council. Sandy Schwartz gave a presentation on the status of the HIV/AIDS Epidemic in San Francisco. Please refer to the handout containing the PowerPoint slides. The Planning Committee facilitated questions and discussion about the data after the presentation.
CM Chung asked about statistics on the transgender HIV/AIDS population. Sandy Schwartz explained that all AIDS cases are declining and all new AIDS cases are declining, including all

groups. She is looking at what is happening with new HIV infections. There is no current updated data about the incidents in transgender people. She assumes that the transmission AIDS cases among the transgender population has declined, but lacks the current data to show it. CM Guillen asked if the AIDS case definition is the same throughout the world.
Sandy Schwartz responded that the AIDS case definition is the same throughout the United States. In Europe, they use the same opportunistic illnesses. In Africa and much of the developing world, there is an HIV option as well. CM Allgaier mentioned insurance status at the time of diagnosis. He asked if there was any data about the change of ones insurance status throughout the course of the illness. Sandy Schwartz has no data on this topic. CM Perez asked about data on mortality rates and trends. Sandy Schwartz says that mortality is declining and survival is improving. An existing analysis looks at causes of death to see whether causes of death were changing because of people living longer. Some people with AIDS now are dying from other diseases instead of dying from AIDS. What we found is that mostly, people who have HIV and AIDS are dying from HIV and AIDS. CM Thomas asked when the next annual Epidemiology Report would be published. According to Sandy Schwartz, the next one will be available in May or June. CM Conley commented that the statistics in the presentation were only in San Francisco, not from the EMA. He pointed out the fact that the demographic information in San Jose and Marin are different.
CM Ortiz mentioned the age difference between people with HIV and AIDS. Sandy Schwartz said that in general, the people with diagnosed with HIV are younger than those diagnosed with AIDS due to a time lag.

Public Comment on this item:
A member of the public said that he wanted to see statistics on people living with AIDS and what they are doing with their lives.
Bill heard an estimation stating that there are twice as many people with HIV than with AIDS. Sandy Schwartz's incomplete data showed that there are twice as many people with AIDS than with HIV. He finds this interesting and felt the need to point it out.

Patrick Monette-Shaw submitted written comment: Michelle Long Dixon indicated that the majority of the $500,000 add back the Board of Supervisor's awarded to backfill lost CARE Act funding two years has been used for methadone maintenance rather than to restore CARE Act funded services. The Board of Supervisor's had expressly noted that it was adding the $500K back to restore lost CARE funding, but DPH made the decision how to spend it. This Council should work very closely with the Board of Supervisors to develop Ordinance governing when the Supervisor's earmark funds lost from CARE Act cuts, that the Council prioritizes how the addback is to be spent rather than DPH. If the intent is to restore lost CARE funding you, not DPH should decide how it is allocated. In the unlikely event the Supervisors addback $4 million to replace CARE funds just lost, you should have this Ordinance place before DPH grabs the money.

IX. HIV Health Services Report

Michelle Long Dixon/ HIV gave a HIV Health Services monthly report and update. Michelle Long Dixon did not bring the Quarterly Report. She discussed the actions taken towards addressing the funding deficit. Please refer to the Reductions for CARE Title I FY-04/05 handout. It includes a list of eliminated programs. She notified the agencies and services listed, that they must prepare to close out their programs. When notification of the grant award was received, the programs were sent termination letters with exact steps for closeout and a

preliminary estimate of how much money they would have to close out their programs. They were sent another letter, stating that they could not depend on the dollar amount for closeout, but they were still in the category of programs to be terminated. In order to come up with a balanced budget, she looked at the base budget for 2003/2004 and determined how much of a contract reduction should be made in order to balance the budget and determined a reduction of approximately 3.5 million. There were interruptions from the Council. She had a previous track record of doing reduction protocol. The Council did not tell her this year was what to do with regard to program extensions for eliminated programs. In the past, she has given extensions to programs that have been eliminated. She was trying to be conservative, recognizing that the longer programs had to extend, before closeout, the higher to cut up into the service category the more programs to defund. She started with the base of a month for every program that would be eliminated. Program staff consulted with the agency staff to see what they thought. Some programs said that they could close out in three weeks and others said that they needed six months. It was decided that everyone would have a month except a few special cases that could extend for up to eight weeks. The amount of money for the extensions is $400,000. Next, a source had to be found for this extension money. It was obtained from three different areas: residual money from outpatient substance abuse, residential mental health, and money from general funds. There was an executive decision made to restore the Methadone Maintenance Program at the DPH. Tomorrow she will fax letters to the programs that are being eliminated, and will tell them how much of an extension they will have. She is also awaiting notification about Title II Award. The letter from the State instructs her to budget up to 95% of the amount from last year. Michelle Long Dixon answered questions from the Council. CM Booker requested a spreadsheet with the budget. CM Hume asked about the $500,000 that was given to the Methadone Maintenance Program. CM Pearce asked why the Executive decision was made to give the funds to the Methadone. Michelle Long Dixon explained that the decision was consistent with the department's general funds budget priority to expand the Maintenance Program, rather than another program. CM Chung asked about the demographics of the clients affected by the budget cuts. CM Shea commented that it seems odd that when a program is cut and then restored- the department's priorities are different from the Council's priorities. CM Shea expressed that the Council's priorities were not factored in and there needs to be a process between the Council and the DPH. Michelle Long Dixon distributed and reviewed the Ryan White CARE Act Title I Program FY 2004 Objective Review Committee Summary Report and Ryan White CARE Act Title I Program FY 2004 Objective Review Committee Summary Report "Strengths and Weaknesses" Russ Handout gave an update on HHS Solicitations for FY 03-04 March 22, 2004.

Public Comment:

One speaker commented on cuts to immigrant services. The speaker favors supporting treatment education and legal assistance for immigrants.

Another speaker from the Latino community was helped by the agency that was cut. He expressed his concern for the other consumers that were part of the program.

Estela of Instituto Familiar commented that the cuts affect women of color and youth. Her 80 clients will need HIV services and she has nowhere to send them.

Patrick Monette-Shaw submitted written comment: Sandy Schwartz indicated during her presentation that there can be a lag of upwards of three months in AIDS case reporting. If it only takes three months, then why did I discover during the CARE Act Re-authorization 2000 process that DPH had moved at least 723 AIDS cases around on its quarterly surveillance reports fully eight years after first reporting data? By comparing Table 5 across the March

1998 to March 2000 quarterly surveillance reports, I discovered that 511 of 765 gay and bisexual AIDS were moved from "first diagnosed in 1991 and 1992" to the "pre-1990" category; the remainder of the cases were reclassified to other risk categories. Why had those cases been reported for fully eight years as having been diagnosed in a given year and suddenly they were reclassified? Is DPH's lag in reporting so severe that it takes eight years to straighten out its data sets?

X. Dinner Break

XI. **Memorandum of Understanding - VOTE**

The Infrastructure and Policy Committee presented a change to the Conflict Resolution Model portion of the MOU for a vote to approve the change. There was no public comment on this item. The Council voted unanimously in favor of the change.

XII. Membership –VOTE (CM Sanders/ CM Rodriguez)

The Membership Committee recommended Council Member William Blum for membership term renewal (May 2, 2004). The entire Council voted in favor.

XIII. Update on Provider/ Consumer Input

John Golenski presented a brief update on the current plans for incorporating Provider and Consumer input into the prioritization process.

XIV. Exercise to Review Decision Making Methodology

John Golenski facilitated an exercise developing a new decision making model for the Council. This exercise was intended to assist with understanding the application of operating health and social values to decisions regarding budget allocations. The purpose is the identification and clarification of ***operating values***. Please refer to the following handout: Values-Directed Allocation First Exercise—Operating Values Clarification

Values Ranking Matrix and Results

➢ Utilitarianism ("Greatest Good for the Greatest Number")	**45**
➢ Fairness ("Similar Cases Treated in Similar Fashion")	**3**
➢ Retributive Justice ("Making Up for Past Inequities")	**3**
➢ Distributive Justice ("Working Toward General Equality")	**30**
➢ Rights and Duties ("Inherent Nature of Community"/Solidarity")	**14**
➢ Compassion ("Assisting the Weak and Suffering")	**45**
➢ Chance ("Lottery—Let the Universe Decide")	**0**
➢ Equality ("Equal Allocation")	**8**
➢ Merit ("Past or Current Contribution")	**7**
➢ Market ("Ability or Willingness to Pay")	**0**
➢ Power/Coercion	**0**
➢ Fidelity	**12**
➢ Prevention	**3**

XV. Adjourned

The meeting adjourned at 7:30 P.M.

HIV Health Services Planning Council

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City Hall, Mayor's Conference Room (Rm. 201)
1 Dr. Carlton B. Goodlett Place

April 26, 2004
4:30 PM - 7:30 PM

DRAFT AGENDA

I. Call to Order **4:30 PM**

II. Roll Call **4:32 PM**

III. Review and Approval of Agenda **4:35 PM**

IV. Review and Approval of Minutes- March 22, 2003 **4:37 PM**

V. General Announcements **4:40 PM**

VI. Public Comment **4:45 PM**

VII. Rollover Funds- VOTE **4:50 PM**
Michelle Long Dixon/ HIV Health Services- AIDS Office
Vote to approve the use of the rollover dollars for continuing services.

Public Comment on this item

VIII. HIV Health Services Report-VOTE **5:10 PM**
Michelle Long Dixon/ HIV Health Services- AIDS Office Staff
Vote of approval on the 2004/2005 budget for condition of award and HIV Health Services quarterly report and update.

Public Comment on this item

IX. Subcategory Descriptions (part 1) **5:20 PM**
Susan Shea, Charlene Pugh and Don Soto
***Planning Committee Prioritization Topic**
A general presentation and discussion about what makes up the specific service subcategories and the definition of these categories.

Public Comment on this item

X. Dinner Break **5:50 PM**

XI. Reggie Data Presentation (1st half) **6:00 PM**
Reggie Staff
***Planning Committee Prioritization Topic**
Reggie staff will present on the demographics and characteristics of client data from the Reggie system.

Public Comment on this item

XII. Prioritization Exercise **6:30 PM**
John Golenski
***Planning Committee Prioritization Topic**
Mr. Golenski will facilitate an exercise developing a new decision making model for the Council.

Public Comment on this item

XIII. New Business/ Next Agenda **7:28 PM**

XIV. Adjourned **7:30 PM**

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730 Polk Street San Francisco, CA 94109
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San Francisco Department of Public Health, AIDS Office
25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

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San Francisco

HIV Health Services Planning Council

City Hall, Mayor's Conference Room (Rm. 201)
1 Dr. Carlton B. Goodlett Place

April 26, 2004
4:30 PM - 7:30 PM

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DRAFT MINUTES

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I. Call to Order

The meeting was called to order at 4:35pm.

II. Roll Call

See attachment A for Roll Call.

III. Review and Approval of Agenda

The agenda was approved by consensus.

IV. Review and Approval of Minutes- March 22, 2003

Council Member (CM) Perez clarified a point made in the last meeting concerning case management for mono-lingual people. He noted that losing a case manager is more severe for a person without language skills than for a person who can contact a case manager for themselves.
The minutes from the March 22, 2004 Council Meeting were approved by consensus.

V. General Announcements

CM Clayton introduced a new prospective member, Sparkie Spaeth, the Community Health and Prevention Services Manager for Marin County.

CM Allgaier announced a training meeting on diversity issues for Steering Committee members and Council members interested in taking leadership positions on the Council. The meeting will take place on June 23rd from 4:30-8:30pm. He will send out information on the Yahoo! e-mail group.

CM Geanuracos announced two Community Forum meetings. The first will be Tuesday, May 20th, from 5-8pm at the YMCA on Golden Gate. CM Geanuracos wanted to distribute flyers to all CARE-funded agencies in the city and asked Council members to help with distribution. The second meeting will be in June, the date and location to be announced. The meetings will address topics concerning the Integrated Services Model and a prioritization exercise. CM Geanuracos urged Council members to attend at least one of the forum meetings. CM Geanuracos will be interviewed on KALW radio about the Council and the Community Forum meetings, and would like help from a Council member.

CM Shea announced that she will be changing employment positions as of July 1st and will contact the Membership Committee to clarify her membership status.

VI. Public Comment

Patrick Monette-Shaw submitted his written comment:

This Council should be forewarned that your Steering Committee will recommend that the full Council decline a request made by the HIV/AIDS Provider Network (HAPN) to reduce the budget for Council Support by 12% to match the amount of funds cut to the SF EMA last March in the loss of $4 million in CARE Funds. The Steering Committee is considering one of three scenarios for changing the budget for council support. Scenario 1 would increase the support budget by $47,740, or 14%. By declining to reduce the council support budget by 12% and increasing it another 14%, the combined 26% difference sends two message: Clients who are losing their services will be sent the message that the Council does not want to hold itself to the same standards being imposed on clients, HAPN members will be sent the message that the Council is insensitive to layoffs occurring at ASO's.

VII. Rollover Funds- VOTE

The Council discussed this agenda item based on the memo from Dr. Katz to the Board of Supervisors on April 12, 2004. Michelle Long Dixon informed the Council that the AIDS office did not have the amount of rollover funds, and that she will have the amount in June.

CM Hume made a motion to send the proposal to the Infrastructure and Policy Committee to review backfill and rollover funds policy.
CM Conley seconded the motion.
The Council discussed the motion.
CM Sallee called the question on the motion.

Public Comment on this item:

Bill Hirsch (AIDS Legal Referral Panel) opposed the motion and spoke in favor of funds being made available now.

Patrick Monette-Shaw submitted his written comment:
This Council should reject this proposal put forth by San Francisco's Director of Public Health (DPH), Mitch Katz, MD; a Council member just noted the proposal was raised behind your backs fully two weeks ago and you are just now learning that Katz proposes to use "rollover dollars" (i.e., any unspent money) from last fiscal year's CARE Award (FY 03-04) for CARE primary care services on methadone maintenance instead. Katz recommends certain contracts be eliminated, naming particular service providers, apparently unaware this Council is prohibited by federal legislation from basing priority-setting decisions around named, particular service provider agencies. Katz's proposal reads uses the kind of "vague" language that politicians such as Supervisor Daly prefer. Katz appears to have unilaterally decided to spend $372,000 on methadone maintenance. Vote "no" on accepting his proposal. You are the ones who are supposed to set funding decisions in the driver's seat, not Katz.

Naomi Prochovnik (Continuum) spoke in favor of the motion. She is concerned that priorities are being proposed for the Council, rather than the Council setting its own priorities.

The Council then voted on the motion. See Attachment A, Column 2. The motion did not carry.

CM Pearce made a motion to approve the use of rollover dollars to continue services, as per the memo from Mitch Katz.
CM Pearce withdrew his motion.

CM Shea made a motion to send request back to the Steering committee for guidance and to figure out best way to handle the issue.
CM Sanders seconded the motion.
CM Shea withdrew her motion.

CM Booker made a motion to vote to accept Mitch Katz's proposal concerning the use of rollover dollars.
CM DiCrocco seconded the motion.
CM Siron called the question.

Public Comment on this Item:

Bill Hersch (ALRP) urged the Council to accept the proposal.
Mike Smith (AIDS Emergency Fund) urged the Council to accept the proposal.

The Council then voted on the motion. See Attachment A, Column 3. The motion did not carry.

CM Hume made a motion to eliminate item 9 from agenda.

VIII. HIV Health Services Report-VOTE

The Council voted to approve the 2004/2005 budget for condition of award. The HIV Health Services quarterly report and update was presented and discussed.

Public Comment on this item
There was no public comment on this item.

IX. Subcategory Descriptions (part 1)

This item was eliminated from the agenda.

X. Dinner Break

XI. Reggie Data Presentation (1st half)

Reggie staff presented the demographics and characteristics of client data from the Reggie system.

For more information, please consult the handouts given out during the presentation. The Council discussed the presentation. CM Hume observed that there was a lot of missing data.
Reggie staff state that there were plans to clean up data and to potentially come up with a Reggie Advisory Committee.

Public Comment on this item
There was no public comment on this item.

XII. Prioritization Exercise

Mr. Golenski presented on and facilitated an exercise for developing a new decision making model for the Council. The exercise model focused on resource reduction and defining values.
The Council discussed the exercise and ranked the following categories:

Category:	Votes:
Equity	5
Prospective Contribution	17
Merit	0
Right/Duties	4
Compassion	2
Shared Risk	2
Chance	0
Fairness	17
Utilitarianism	22
Altruism	0

Public Comment on this item
There was no public comment on this item.

XIII. New Business/ Next Agenda
There were no items mentioned for the next agenda.

XIV. Adjourned
The meeting was adjourned at 7:30pm.

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HIV Health Services Planning Council

City Hall, Mayor's Conference Room (Rm. 201)
1 Dr. Carlton B. Goodlett Place

May 24, 2004
4:30 PM - 7:30 PM

DRAFT AGENDA

I. Call to Order **4:30 PM**

II. Roll Call **4:32 PM**

III. Review and Approval of Agenda **4:35 PM**

IV. Review and Approval of Minutes- April 26, 2003 **4:37 PM**

V. General Announcements **4:40 PM**

- **Bylaws Change Vote Notification**

Vote to occur at June 28, 2004 HIV Health Services Planning Council meeting.
The HIV Health Services Planning Council is required to provide 30 days notice of a vote that results in changes to the Council's written Bylaws. The changes to the Bylaws the Planning Council will consider may be viewed on the following attachment of the Council's Bylaws. The Council intends to discuss and vote on the changes at the June 28, 2004 HIV Health Services Planning Council meeting.

VI. Public Comment **4:45 PM**

VII. Update from the Mayor's Office **4:50 PM**
Steve Kawa, Chief of Staff, Mayor's Office
Steve Kawa will present an update from the Mayor's Office regarding city funding issues.

Public Comment on this item

VIII. HIV Health Services Report- **5:05 PM**
Michelle Long Dixon/ HIV Health Services- AIDS Office Staff
HIV Health Services monthly report and update.

Public Comment on this item

IX. ISM Advisory Group Update **5:15 PM**
Randy Allgaier
CM Allgaier will present a brief update on the work and progress of the ISM Advisory Group.

Public Comment on this item

X. Reggie Data Presentation (2nd half) 5:20 PM
Steve Solnit, Reggie Staff
***Planning Committee Prioritization Topic**
Reggie staff will present on the demographics and characteristics of client data from the Reggie system.

Public Comment on this item

XI. Dinner Break 5:50 PM

XII. Severe Need Exercise 6:00 PM
John Golenski
***Planning Committee Prioritization Topic**
Mr. Golenski will facilitate an exercise developing the Council's Severe Need Definition.

Public Comment on this item

XIII. New Business/ Next Agenda 7:28 PM

XIV. Adjourned 7:30 PM

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HIV Health Services Planning Council

City Hall, Mayor's Conference Room (Rm. 201)
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May 24, 2004
4:30 PM - 7:30 PM

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DRAFT MINUTES

I. Call to Order

The meeting was called to order at 4:36pm.

II. Roll Call

See Attachment A for Roll Call

III. Review and Approval of Agenda

Item 9 was moved from 5:15pm to 7:20pm, moving up the times for the rest of the agenda by 5 minutes. With these changes, the agenda was approved by consensus.

IV. Review and Approval of Minutes- April 26, 2003

Page 3, Item 7, comments attributed to Mike Smith were in fact made by Bill Hirsch. With this change the minutes were approved.

V. General Announcements

Bylaws Change Vote Notification

Vote to occur at June 28, 2004 HIV Health Services Planning Council meeting.

CM Pugh presented the changes to the Council's written by-laws. See handout.

Leah Crask announced the Diversity Training meeting on June 23rd. Council members should RSVP to Leah Crask if they want to attend by June 1, 2004.

The Second Community Forum will occur at the Metropolitan Community Church on 150 Eureka St. at 18th Street on June 29, 2004 from 5-8pm.

CM Geanuracos reported back on the first Community Forum which occurred on May 20, 2004. Community members discussed cuts in services, the ISM model and completed a prioritization exercise. CM Geanuracos will work with Council Support to produce meeting notes.

CM Chung invited Council members to the API Wellness Center Fundraising Event on Wednesday, May 26th from 7-10 p.m. at the Yerba Buena Center for the Arts.

CM Byers reported on the Governor's revised budget, which ensured that ADAP will have adequate funding in the coming year.

CM Ortiz encouraged Council members to work on recruiting new Council members that would be representative of the demographics of those who attended the Community Forum.

VI. Public Comment

Sparky Spaeth (Marin Health and Human Services) announced a new Planning Council for Marin County. They are looking for Council Members to review new applications in the month of June.

Brett Andrews (Positive Resource Center) spoke of the importance of Benefits Counseling to the community and clients.
Tim Patriarch (Maitri) spoke of the importance of facilities-based health care and stated that 2 facilities-based hospices are currently at the bottom of the list for prioritization funding. They are incorrectly grouped in the service category of home-based health care (RCFCI).
Shane Lind spoke of the importance of acupuncture for primary care and the lack of funding for acupuncture.
Hywel Sims (Shanti) reported that under the current DPH contingency budget, the only non-profits slated to be affected were HIV/AIDS organizations.
Bill Hirsch (AIDS Legal Referral Panel) stated that legal services available to the community will be significantly reduced this week.

VII. Update from the Mayor's Office

Steve Kawa (Chief of Staff, Mayor's Office) presented an update from the Mayor's Office regarding City funding issues. He stated the Mayor's Office was not pleased with the $4 million cut for Ryan White money, but that they were working to improve the situation. The Mayor asked all departments begin with a 5.5% reduction, which amounted to a $22 million cut. The Mayor also plans to increase taxes in San Francisco in the fall. The Mayor wanted to try to protect direct service, but cuts will occur. CM Thomas asked about the position of the Mayor's policy advisor on HIV and their interaction with the Planning Council. Steve Kawa was unsure who would be appointed.

Public Comment on this item

Bill Hirsch commended the Mayor's office on its efforts to preserve community services despite budget constraints.
Hywel Sims re-stated that under the current DPH contingency budget, the only non-profits slated to be affected were HIV/AIDS organizations, including Shanti.
Brett Andrews pointed out that Positive Resource Center was another HIV organization to receive cuts, which affected back-to-work employment services that could eventually save the City money.

VIII. HIV Health Services Report-

Russ Zellers (HIV Health Services) handed out a monthly update on the solicitation process. Most solicitations have been completed, except for one on outpatient mental health, which remains to be published. Michelle Long Dixon handed out an update on the status of contracts. Four contracts have been certified, most contracts have gotten 6-month extensions. The rest are in the process of being negotiated. The AIDS Office will update the Council as more info becomes available.

Public Comment on this item

Bill Hirsch (ALRP) suggested that new contractors and dimunition of service information would be helpful to have on RFP's.

IX. ISM Advisory Group Update

CM Allgaier presented a brief update on the progress of the ISM Advisory Group. See handout. CM Sallee stated the Council would be informed and would discuss the ISM Advisory group's recommendations after the prioritization exercise. The ISM issues would be further discussed in the separate Committees. The Steering Committee will be discussing the greater DPH set- aside issue in its June meetings.

Public Comment on this item

There was no public comment on this item.

X. Reggie Data Presentation (2nd half)

Steve Solnit presented the demographics and characteristics of client data from the Reggie system. See handout.

Public Comment on this item

There was no public comment on this item.

XI. Dinner Break

XII. Severe Need Exercise

John Golenski facilitated an exercise developing the Council's Severe Need Definition. Please see handout. John Golenski reviewed what the joint I & P and Planning Committees meeting had discussed regarding the three major criteria defining Severe Need:

1. Disease status (not having access to effective therapy)
2. Combination of substance abuse and mental illness
3. Level of Poverty (taking the low end of SSI as marker for low-income)

The Council discussed the criteria for Severe Need and how the Council Members had arrived at the categories. Concern was expressed of the populations of people who have various barriers to accessing care, such as undocumented individuals, transgender individuals and those who fall through the cracks-not severe enough need but not enough coverage to include some services. Mr. Golenski mentioned that utilizing the severe need definition is one way to decide who is first in line to receive CARE funds.

The Council decided the Infrastructure & Policy Committee will develop a proposal for severe need at their next Committee meeting. The proposal will then go to the Steering Committee and be forwarded to the full Council for the June 28, 2004 meeting. The Council would like to vote on the Severe Need Definition at the June 28, 2004 Council meeting

Public Comment on this item

Brett Andrews (Positive Resource Center) commented on the Council being mindful of using populations as "barriers", for example the African American Community and transgender individuals.

XIII. New Business/ Next Agenda

CM DiCrocco stated some concern about the wording in the LaFrance and Associates needs assessment documents. He will take his concerns to the Evaluation Committee for discussion.

XIV. Adjourned

The meeting adjourned at 7:30.

San Francisco

HIV Health Services Planning Council

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June 14, 2004
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DRAFT AGENDA

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11/4/04

I. Call to Order **4:30 PM**

II. Roll Call **4:32 PM**

III. Review and Approval of Agenda **4:35 PM**

IV. Review and Approval of Minutes- May 24, 2004 **4:37 PM**

V. General Announcements **4:40 PM**

- **Bylaws Change Vote Notification (first notified 5/24/04)**

Vote to occur at June 28, 2004 HIV Health Services Planning Council meeting.
The HIV Health Services Planning Council is required to provide 30 days notice of a vote that results in changes to the Council's written Bylaws. The changes to the Bylaws the Planning Council will consider may be viewed on the following attachment of the Council's Bylaws. The Council intends to discuss and vote on the changes at the June 28, 2004 HIV Health Services Planning Council meeting.

- **Community Forum-** *June 29, 2004 from 5:00-8:00 p.m. at the Metropolitan Community Church, 150 Eureka Street at 18th Street.*

VI. Public Comment **4:45 PM**

VII. HIV Prevention Planning Council Update **4:50 PM**
Tracy Packer, HIV Prevention Planning Council
***Planning Committee Prioritization Topic**
Tracy Packer will present a brief update on the acivities of the Prevention Council including an overview of the prevention plan and the Prevention with Positives Committee.

Public Comment on this item

VIII. Summary Sheets **5:00 PM**
Russ Zellers, HIV Health Services
***Planning Committee Prioritization Topic**
Russ Zellers will present the Summary Sheets to the Council and answer any questions.

Public Comment on this item

IX. Unmet Need Report- 5:35 PM
Ling Ch Hsu - AIDS Office
***Planning Committee Prioritization Topic**
The unmet need report for the EMA will be presented.

Public Comment on this item

X. Dinner Break 6:15 PM

XI. Membership -VOTE 6:25 PM
Mjay Sanders/ Jorge Rodriguez
The Membership Committee recommends Council Member Brad Hume for membership term renewal (July 2, 2004).

Public Comment on this item

XII. Rollover funds- VOTE 6:30 PM
Co-chairs
The Co-chairs and Infrastructure and Policy Committee Co-chairs will request that Council Members interested in the discussion attend the I&P and Steering Committee meetings. The Council will vote on allowing the Steering Committee to approve a final recommendation to the AIDS Office.

Public Comment on this item

XIII. Prioritization Exercise 6:35 PM
John Golenski
***Planning Committee Prioritization Topic**
Mr. Golenski will facilitate an exercise developing the Council's prioritization process around primary services.

Public Comment on this item

XIV. New Business/ Next Agenda 7:28 PM

XV. Adjourned 7:30 PM

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San Francisco

HIV Health Services Planning Council

City Hall, Mayor's Conference Room (Rm. 201)
1 Dr. Carlton B. Goodlett Place

June 14, 2004
4:30 PM - 7:30 PM

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DRAFT MINUTES

I. Call to Order

II. Roll Call
See attachment A.

III. Review and Approval of Agenda
The agenda was reviewed and approved by consensus.

IV. Review and Approval of Minutes- May 24, 2004
The minutes were reviewed from the May 24, 2004 full Council meeting.
CM Sanders pointed out that Steve Kawa had agreed to continue to have CM Allgaier represent the City on the CAEAR Coalition. CM Sanders also objected to stating the Mayor intends to increase taxes.
With these changes, the minutes were approved by consensus.

V. General Announcements
Bylaws Change Vote Notification (first notified 5/24/04)
The Infrastructure and Policy (I&P) Committee announced that that a vote on changes to the Bylaws will occur at the June 28, 2004 HIV Health Services Planning Council meeting.

CM Siron announced the Community Forum on June 29, 2004, from 5:00-8:00 p.m. at the Metropolitan Community Church, 150 Eureka Street at 18th Street.

CM Chung announced the Transgender March on Friday, June 25 at 7pm from Dolores Park to Civic Center. Mark Leno will speak at Civic Center at 9pm. This year's Pride theme will be "Out for Justice".

CM Pugh announced an additional I&P Committee meeting scheduled for Thursday, June 21st, from 4:30-6:30pm to discuss rollover funds.

VI. Public Comment
Tim Patriarca (Maitri) wanted to remind the Council that facility-based healthcare is different than home-based health care, and the only option for people who are not in an institute or home.

Elizabeth Cohen expressed concern about maintaining funding streams for the redevelopment agency she represents, which receives HOPWA funds to fund RCSCI's.

VII. HIV Prevention Planning Council Update

Tracy Packer, HIV Prevention Planning Council

***Planning Committee Prioritization Topic**

Tracy Packer presented a brief update on the activities of the Prevention Council including an overview of the prevention plan and the Prevention with Positives Committee. She handed out copies of the Prevention Plan. For information on this presentation please refer to the handouts.
The Council briefly asked questions and discussed the presentation.

Public Comment on this item:
There was no public comment on this item.

VIII. Summary Sheets

Russ Zellers, HIV Health Services

***Planning Committee Prioritization Topic**

Russ Zellers presented the Summary Sheets to the Council. Mr. Zellers apologized for not getting the document out sooner and will send it out by e-mail. All service subcategories were at 100% or almost at 100%, so providers are mostly meeting expectations. Another trend in the summary sheets was the increase in the cost of providing care. The data is from the year 2003-2004 for San Francisco only. The services are listed in priority order and do not include information for San Mateo or Marin County. This year information about the location of the service was provided. Sheets were included for the programs which had their funding cut. Mr. Zellers agreed to send the information he wished to highlight for the Council via email.
The Council asked questioned and discussed the summary sheets. For more information please refer to the summary sheets or the audio recording.

Public Comment on this item:
Brent (Richard Cohen) encouraged Council Members to really go through prioritization process and consider the consequences of different service groups such as his, and to look at categorizing this service into a residential facility service category.

Tim Patriarca (Maitri) mentioned private insurance is not an option at his facility and he doesn't thing any RCSCI can bill insurance. He requested that this service be taken moved out of its current service category. He also stated they are seeing an increased need for end of life care and are seeing 45-50 clients a year in 15 bed facility.

Patrick Monette-Shaw stated that the Council Co-chairs should know that they are not to be speaking about specific providers.

IX. Unmet Need Report-

Ling Ch Hsu - AIDS Office

***Planning Committee Prioritization Topic**

The unmet need report for the EMA was presented. Please see the hand out of the presentation for more information.
The Council then asked questions and discussed the presentation.

Public Comment on this item:
There was no public comment on this item.

X. Dinner Break

XI. Membership -VOTE

Mjay Sanders/ Jorge Rodriguez

The Membership Committee recommended Council Member Brad Hume for membership term renewal beginning July 2, 2004.
The Council voted in favor of the recommendation.

Public Comment on this item:
There was no public comment on this item.

XII. Rollover funds- VOTE

Co-chairs

The Co-chairs and Infrastructure and Policy Committee Co-chairs requested that Council Members interested in the discussion attend the I&P and Steering Committee meetings. The Council discussed voting to allow the Steering Committee to approve a final recommendation to the AIDS Office.

CM Hume explained that the letter from Dr. Katz requested a response by June 21, 2004. The full Council would not be able to vote on this again because the next meeting is not scheduled until June 28, 2004. The Co-chairs have made a proposal for the issue to go first to the I&P Committee and then to the Steering Committee on Monday, June 21, 2004 for approval.

CM Durio made the motion to have the discussion and vote at the Steering Committee and encourage all Council Members to attend the meeting.
CM Shea and CM Booker seconded the motion.
The Council discussed the motion to make the final decision in the Steering Committee.
CM Simmons spoke in favor of the motion only because of the turn around time, but warned against having small groups of people making funding decisions that affect thousands of people.
CM Booker spoke in favor of the motion but was disappointed with the given timeframe for the decision.
CM Geanuracos spoke in favor of the motion but asked if she could submit an item for potential funding to the I&P Committee in writing since she would not be able to attend the meeting.
CM Hume mentioned the AIDS Office will be a list of funding requests and the unmet need project has a proposal also.

Public Comment on this item:
Patrick Monette-Shaw stated he was disturbed that the Council seemed to be tying CARE Council deadlines and funding with the city's deadlines and funding. He recommended the Council follow procedure.

The Council voted in favor of the motion by a roll call vote. (Please see attachment A, column 2.)

XIII. Prioritization Exercise

John Golenski
***Planning Committee Prioritization Topic**

John Golenski facilitated an exercise developing the Council's prioritization process by reviewing a values ranking process. Please refer to the hand outs for the list of values. Each Council Member picked 2-3 values for this exercise. Mr. Golenski mentioned that this process will also be used on the day of the prioritization retreat. The Council added fidelity to the list of values. The Council discussed the various values and then gave their individual rankings.
The results of the exercise produced, distributive justice as the first value and utilitarianism as the very close second value. Compassion was an overwhelming second choice for members. It was noted that many also picked retributive justice. The Council discussed the exercise.
CM Simmons voiced concern about when the ISM recommendations will be presented to the Council.
CM Shea mentioned the ISM advisory group is working very diligently to make their recommendations. She has been encouraging the group to come to the Council with the recommendations at the end of the group's process instead of after each small recommendation, since these could change depending on the final outcome of the groups work.
CM Hicks mentioned that if the process is not explicit then it is much more difficult to work together to make decisions.
John Golenski mentioned that after the Council's prioritization process he will write a report for the Council and the AIDS Office with suggestions about information needed and the prioritization process.

Public Comment on this item:
Patrick Monette-Shaw spoke in support of CM Simmons and the Council having enough information to make informed decisions at prioritization.

XIV. New Business/ Next Agenda

XV. Adjourned
The meeting adjourned at 7:30 PM.

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HIV Health Services Planning Council

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City Hall, Mayor's Conference Room (Rm. 201)
1 Dr. Carlton B. Goodlett Place

June 28, 2004
4:30 PM - 7:30 PM

DRAFT AGENDA

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I. Call to Order **4:30 PM**

II. Roll Call **4:32 PM**

III. Review and Approval of Agenda **4:35 PM**

IV. Review and Approval of Minutes- June 14, 2004 **4:37 PM**

V. General Announcements **4:40 PM**

- **Community Forum-** *June 29, 2004 from 5:00-8:00 p.m. at the Metropolitan Community Church, 150 Eureka Street at 18th Street.*
- **Rollover Vote Results**

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VI. Public Comment **4:45 PM**

VII. Bayview-Hunter's Point Planning Process Report **4:55 PM**
Dr. Amanda Houston-Hamilton, Consultant
***Planning Committee Prioritization Topic**
The report on Bayview-Hunter's Point will be presented to the Council, and discussed.

Public Comment on this item

VIII. Conflict of Interest Training **5:40 PM**
Chad Jacobs, Deputy City Attorney
***Planning Committee Prioritization Topic**
Mr. Jacobs will present the conflict of interest training to the Council.

Public Comment on this item

IX. HIV Health Services Quarterly Report **5:55 PM**
Michelle Long Dixon, HIV Health Services
The HIV Health Services Quarterly report will be presented to the Council.

Public Comment on this item

X. Dinner Break **6:15 PM**

XI. By-Laws- VOTE **6:30 PM**

Infrastructure & Policy Committee Co-chairs

The Infrastructure & Policy Committee recommends changes to the by-laws. The Council will vote on these changes, as announced on May 24, 2004.

Public Comment on this item

XII. Severe Need Definition- VOTE **6:40 PM**

John Golenski/ Infrastructure & Policy Committee

***Planning Committee Prioritization Topic**

The Infrastructure and Policy Committee and the Steering Committee forward the revised Severe need Definition for a vote of approval by the full Council. John Golenski will facilitate a discussion around the severe need definition and utilizing the document during prioritization.

Public Comment on this item

XIII. ISM Update **7:05 PM**

Planning Committee Co-chairs & John Golenski

***Planning Committee Prioritization Topic**

Presentation of the process of the Council's decisions around the Integrated Service Model(ISM), including a discussion about the process and timeline for the July 26th Prioritization meeting.

Public Comment on this item

XIV. New Business/ Next Agenda **7:28 PM**

XV. Adjourned **7:30 PM**

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Committee attendees.

HIV Health Services Planning Council
730 Polk Street San Francisco, CA 94109
****
San Francisco Department of Public Health, AIDS Office
25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

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San Francisco

HIV Health Services Planning Council

City Hall, Mayor's Conference Room (Rm. 201)
1 Dr. Carlton B. Goodlett Place

June 28, 2004
4:30 PM - 7:30 PM

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I. Call to Order

II. Roll Call
See attachment A.

III. Review and Approval of Agenda
The agenda was reviewed and approved by consensus.

IV. Review and Approval of Minutes- June 14, 2004
The minutes were reviewed and approved by consensus.

V. General Announcements
The Community Forum will be held on June 29, 2004 from 5:00-8:00 p.m. at the Metropolitan Community Church, 150 Eureka Street at 18th Street.
CM Hume announced that the Steering Committee approved the proposal by Dr. Katz for use of the rollover dollars, in the amount of $354,487. Rollover dollars will be used to fund the out of care analysis, vouchers, and the remainder will be used to backfill in priority order services that have been defunded.
CM Allgaier reminded Council members and providers to fill out the on-line grantee assessment form.
CM Graham announced she will be leaving her position at the Immune Enhancement Project.
CM Booker announced that she recently found out she is HIV positive.
CM Geanuracos encouraged Council members to read President Bush's remarks on HIV/AIDS that went out on the Yahoo! group email.

VI. Public Comment
Bill Hirsh distributed a handout he had compiled explaining the service subcategory summary sheets. Mr. Hirsh requested a timeline for the use of rollover dollars.

Tracy Taroka and Blake Spears (Maitri) advocated for facilities-based hospice care to be re-prioritized.

Cynthia Selmar (DPH) advocated for services in the Bayview-Hunter's Point neighborhood. African-American women, who are 6 times more likely to be infected than white women, are the fastest growing number of HIV cases. The HIV Care plan stipulates that 7.8% be allocated to services in Bayview-Hunter's point for African Americans.

Perry Lang (Black Coalition on AIDS) advocated for services in the Bayview neighborhood, which is a community in need.

Bard Falloon and Bob Nelson (Dolores Street Community Services) urged the Council to re-prioritize RCFCI's and in-home support services for PLWH. The Richard M. Cohen Residence at DSCS provides supportive housing for PLWH, as well as linkages to other services.

Patrick Monette Shaw congratulated Michelle Long Dixon and the AIDS Office on less rollover funds and urged the Council to reconsider therapeutic monitoring.

VII. Bayview-Hunter's Point Planning Process Report

Dr. Amanda Houston-Hamilton, Consultant

***Planning Committee Prioritization Topic**

Michelle Long Dixon introduced Dr. Amanda Houston-Hamilton, who presented and discussed the report on the planning process in Bayview-Hunter's Point. The report included information on demographics, health outcomes and need in Bayview-Hunter's Point. Please see the handout for more information.

Francine Austin will send out an electronic copy of the report. Copies will also be available at the next Prioritization meeting.

Public Comment on this item

Malcolm John, Director of Positive Health Center at UCSF, cautioned the Council to not overlook the disparity in health outcomes and barriers to access issues faced by people living in Bayview-Hunter's Point, despite the numbers in the report.

Abner Boles (Westside Community Mental Health) advocated for the strategies and approaches used in Bayview-Hunter's Point to come from within the community. Westside approaches HIV case management through substance abuse education that includes information about HIV/AIDS.

Donald Frazier urged Council members to examine their own beliefs regarding people who live in Bayview-Hunter's Point to ensure the dignity and integrity of the process.

Debra Oliver Wilson, Director of the Institute for Community Health Outreach-Bayview, urged the Council not to wait on this issue and to move the process forward now.

Perry Rose (California Prevention Education Project) encouraged Council members to hold themselves accountable to the issue to make sure something is done in Bayview-Hunter's Point.

Brett Andrews (Positive Resource Center) encouraged the Council to approach the issue from a multitude approach and spoke about their benefits counseling program.

VIII. Conflict of Interest Training

Chad Jacobs, Deputy City Attorney

*Planning Committee Prioritization Topic

Mr. Jacobs presented the Conflict of Interest training to the Council. Please refer to the handout. He stated that if a Council member worked for an organization seeking funding, that Council member could not participate in giving advice on the issues of funding regarding those interests disclosed. Mr. Jacobs encouraged Council members to contact his office if they had questions.
CM Sanders recommended that Council members who sought advice from Mr. Jacobs' office bring back that information to share with the other members.
CM Byers stated he had experience with this issue, and it was important to for each Council member to inform other Council members of the service he/she provides. Council members cannot vote on specific dollar amounts to the service category where they provide the service or plan on providing the service, but they can usually vote to prioritize the service.

Public Comment on this item
There was no public comment on this item.

IX. HIV Health Services Quarterly Report

Michelle Long Dixon, HIV Health Services

Michelle Long Dixon presented the HIV Health Services Quarterly to the Council. Please refer to the handout.
CM Durio inquired about a timeline for when service subcategories would receive their funding.
Michelle Long Dixon stated that there was no set amount of time between when a provider received the award letter and when they received the funds; it can take anywhere from four weeks to several months, based on the contract route, the program managers and the providers.
Robert Whirry, the new grant writer for the AIDS Office, introduced himself.

Public Comment on this item
Bill Hirsh inquired about timelines for RFP's for next year and stated he hoped they would not be as late as last year.

X. Dinner Break

XI. By-Laws- VOTE

Infrastructure & Policy Committee Co-chairs

CM Pugh, Co-chair for the Infrastructure & Policy Committee, presented to the Council the changes to the by-laws, as announced on May 24, 2004. Please refer to the handout.
The Council voted in favor of approving the changes.

Public Comment on this item
There was no public comment on this item.

XII. Severe Need Definition- VOTE

John Golenski/ Infrastructure & Policy Committee

*Planning Committee Prioritization Topic

CM Pugh presented the revised Severe Need Definition, as forwarded from the Infrastructure and Policy Committee, for a vote of approval by the full Council. Please refer to the handout.
CM Hume stated that Proposal 1 and Proposal 2 were separate proposals.
John Golenski explained that the two proposals were not completely separate: Proposal 1 (Eligibility) is the pool within which Proposal 2 (Severe Need) sits.

CM Sanders pointed out that it is the first time that there is a monetary figure attached to eligibility. CA Allgaier responded that since the Council is a Title I and Title II planning body, it made sense to use the same figures as ADAP.

The Council voted. Proposal 1 was approved.

The Council discussed Proposal 2.
John Golenski stated that three categories in Proposal 2 were different from last year. Mr. Golenski sees defining Severe Need as an important tool to use in the Prioritization process.
CM Byers stated he saw Severe Need as being more useful for directives to the Grantee than for Prioritization.
Cm Durio spoke against the motion to approve Proposal 2. Many people who fit the first two categories and do not have active substance abuse or mental illness issues, will be excluded from Severe Need.
CM Ortiz expressed discomfort around the income level defining Severe Need.
CM Geanuracos supported Proposal 1, but stated that Proposal 2 will change over time.
CM Allgaier stated that consumers could still get services even if they are not Severe Need. The proposal gives direction on which population to focus on.

CM Allgaier made a motion to amend Proposal 2 by separating Severe Need from Special Populations.
CM Siron seconded the motion.
CM Shea called the question.
CM Pugh seconded.
The Council voted. The motion to amend Proposal 2 was passed.

CM Shea called the question to vote to adopt the Severe Need Definition (Proposal 2).
The Council voted on the motion. See Attachment A, Column 2. 18 voted in favor, 6 were opposed.
The motion carried.

The Council discussed Proposal 3 (Special Populations).
CM Hume expressed concern that the AIDS Office will not act on the Council's directive to address special needs.
CM Allgaier stated that the Council should take responsibility by identifying specific ethnicities and geographic areas to address needs.
CM Shea spoke in favor of Proposal 3, stating that the special populations within severe need needed extra attention. If the proposal is not passed tonight, it will be decided at Prioritization.
CM Booker stated the statistics in the presentation on Bayview-Hunters Point highlighted the extra attention needed for special populations.
CM Pugh called the question on Proposal 3.
The Council voted. See Attachment A, Column 3.
The motion carried.

Public Comment on this item
There was no public comment on this item.

XIII. ISM Update

Planning Committee Co-chairs & John Golenski
***Planning Committee Prioritization Topic**

CM Shea presented a brief history of the ISM Advisory Group, as well as the decisions the Council will be making at the Prioritization meeting concerning ISM. The Council will evaluate the recommendations from the ISM Advisory Group and decide what amount of money should go toward ISM's.
CM Shea also stated the Planning Committee will provide summary sheets for each document needed for Prioritization, which will go out in a binder for each Council member.

Public Comment on this item
Debra Oliver Wilson stated that currently no CARE money was being spent on services in Bayview-Hunter's Point.

XIV. New Business/ Next Agenda
CM DiCrocco announced that the Evaluation Committee will meet on Monday, July 5, 2004 at the Paramount Hotel on Mission and Third Streets.

XV. Adjourned
The meeting adjourned at 7:40pm.

HIV Health Services Planning Council

Roll Call [1]: **P**=Present; **A**=Absent; **E**=Excused; **L**=Leave of Absence

Votes [2-10]: **Y**=Yes; **N**=No; **B**=Abstain

June 28, 2004	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]
. Randy Allgaier	P	Y	Y	Y						
. Margot Antonetty	P	Y	Y	Y						
. Ayisha Benham	P	N	Y	Y						
. William Blum	P	Y	Y	Y						
. Anita Booker	P	N	Y	Y						
. Jeff Byers	P	Y	Y	Y						
. Cecelia Chung	P	Y	Y	Y						
. John Conley	A									
. Brian DiCrocco	P	N	Y	Y						
0. Mark Dunlop	E									
1. Darnell Durio	P	N	N	Y						
2. Valerie Flood	P	Y	Y	Y						
3. Catherine Geanuracos	P	Y	Y	Y						
4. Elyse Graham	P	Y	Y	Y						
5. Jesus Guillen	A									
6. Mary Lawrence Hicks	A									
7. Brad Hume	P	Y	Y	Y						
8. Joe McMurray	P	Y	Y	Y						
9. Walter Miller Jr.	A									
0. Nona Nangalama	A									
1. Wilfredo Ortiz	P	N	Y	Y						
2. Ken Pearce	P	Y	Y	Y						
3. Gerardo Perez	P	N	Y	Y						
4. Charlene Pugh	P	Y	Y	Y						
5. Benjamin Franklin Reid III	A									
6. Jorge Rodriguez	P	Y	Y	Y						
7. Lara Sallee	P	Y	Y	Y						
8. Mjay Sanders	P	Y	Y	Y						
9. Susan Shea	P	Y	Y	Y						
0. George Simmons	A									
1. Charles Siron	P	Y	Y	Y						
2. Donald Soto	P	Y	Y	Y						
3. Norman Tanner	P	N	Y	Y						
4. Laura Thomas	A									
5. Kenneth Valadez	A									

*=nominees – check to see if they have received appointment letters from the Mayor before considering them as voting members.

18 members; at least 5 members living with HIV = QUORUM
As of 03/22/04, 55.5% of Council members are HIV positive

HIV Health Services Planning Council
Yerba Buena Center for the Arts, Forum
701 Mission Street (at 3rd Street- *see directions below*)
San Francisco, CA 94103
July 26, 2004

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Lunch at 12:30 PM
Meeting 1:00-8:30 PM

DRAFT AGENDA

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I. Call to Order **1:00 PM**

II. Roll Call **1:02 PM**

III. Review and Approve Agenda **1:05 PM**

IV. Review and Approval of Minutes from June 28th, 2004 **1:10 PM**

V. Public Comment **1:15 PM**

VI. Prioritization Introduction **1:20 PM**
CM Bill Blum (Planning Committee, Co-chair) will review agenda, goals of meeting ground rules and Robert's Rules of Order.

Public Comment

VII. Conflict of Interest Disclosure **1:30 PM**
Council Members will disclose all possible conflicts of interest and sign a Conflict of Interest Disclosure Form.

Public Comment

VIII. Report from Community Fora **1:45 PM**
Community Outreach & Advocacy Committee (Catherine Geanuracos, Co-chair, Darnell Durio & Charles Siron) will present a brief report on the Community Fora (15 min.). The Council will discuss the presentation (10 min.).

Public Comment

IX. Input from Providers **2:10 PM**
The HIV/AIDS Providers Network will present their recommendations to the Council(20 min). The Council will discuss the presentation (10 min.)

Public Comment

X. BREAK **2:40 PM**

XI. Ethical Model for Prioritization Exercise- VOTE **2:55 PM**
The Council will rank operational values from the Shared Values and Vision document to select a justice paradigm which will frame the prioritization.

Public Comment

XII. Integrated Service Model Discussion -VOTE **3:25 PM**
Review of ISM History and Process (Charlene Pugh) and review (Randy Allgaier) and vote on the recommendations from the Infrastructure & Policy and Steering Committees. These recommendations will be voted on individually.

Public Comment

XIII. Southeast Corridor of San Francisco (Bayview/ Hunter's Point) Motion & Proposal from Community Outreach & Advocacy Committee-VOTE **5:15 PM**
Motion from Community Outreach & Advocacy Committee: If the ISM's Centers of Excellence model and budget are approved by the full Council, a set aside amount of $1.7 million will be dedicated to creating a Center of Excellence in the Bayview Hunter's Point's/Southeast Corridor of the City, and the attached proposal will be used as a baseline service model for that area, with the addition of neighborhood level medical evaluation data.

Public Comment

XIV. DINNER BREAK **5:45 PM**

XV. Subcategory Ranking in Order of Priority – VOTE **6:15 PM**
John Golenski will facilitate the Council in prioritizing the service sub-categories and the Council will vote to accept the priority order.

Public Comment

XVI. Allocation to Subcategories-VOTE **7:00 PM**
John Golenski will facilitate the Council in the allocation of funds for each subcategory including attention to MAI dollars and the Council will vote to accept the allocations.

Public Comment

XVII. Funding Scenario Discussion - VOTE **8:00 PM**
John Golenski will facilitate the Council's discussion of funding scenarios for 5%, 10%, and 15% cuts, level funding and increased funding and the Council will vote to accept the funding scenarios.

Public Comment

XVIII. Open Nominations for Co-chairs **8:28 PM**

The Co-chairs will open the nominations for Council Co-chairs for the next term commencing in October 2004.

Public Comment

XIX. New Business **8:29PM**

Public Comment

XX. Adjourn **8:30 PM**

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Council attendees.

Location, Directions & Parking for Yerba Buena Center for the Arts

http://www.yerbabuenaarts.org/facilities/getting_here.html

Location

Just four blocks from Union Square, the Center is a short walk from the Powell and Montgomery Street BART/Muni stations and is accessible from many major bus lines. Situated on the eastern edge of Yerba Buena Gardens, the Center spans the block between Mission and Howard on Third Street. Next door to the Moscone Convention Center, across the street from SFMOMA and across the Gardens from Metreon, the Center is located in a vibrant new urban neighborhood that boasts world class hotels and restaurants, great shopping and funky galleries and bars as well as abundant and affordable parking.

The main entrance to the Galleries and Forum Building is at 701 Mission at Third, though there are entrances along the Yerba Buena Gardens side as well. Our Theater Building entrance is at 700 Howard Street at Third. (Click on the map thumbnail to view larger map)

Directions By Public Transportation

BART

650.992.2278 or www.bart.gov

Exit at Montgomery Station or Powell Stations.

Exit the Montgomery Station on Market Street and walk west (away from the Ferry Building) to Third Street. Cross to the west side of Third and turn left. Walk down the right hand side of Third Street to Mission, cross Mission and turn right, walk a short distance to our front steps at 701 Mission Street.

Exit the Powell Station on Market and walk east (toward the Ferry Building) to Fourth Street, turn right. Walk down Fourth to Mission, crossing to the Metreon. Turn left at the Metreon and walk down Mission to the entrance of the Center at 701 Mission Street.

MUNI
415.673.6864 or www.sfmuni.com
Exit at Montgomery Station or Powell Stations.

buses: All Market Street lines, plus #5 Fulton, 9 San Bruno, 14 Mission, 15 Third, 30 Stockton, 38 Geary or 45 Union

metro: Take any Muni metro line (J Church, K Ingleside, L Taraval, M Oceanview or N Judah) to the MUNI/BART Powell or Montgomery Street Stations. Follow BART directions as above.

Golden Gate Transit
415.923.2000 or www.goldengate.org
buses: #10, 20, 50, 60, 70, and 80 stop on Mission at Third

SAMTRANS
800.660.4287 orwww.transitinfo.org/SamTrans

CALTRAIN
800.660.4287 or www.caltrain.com/caltrain

The train station is located at Fourth and Townsend Streets. The MUNI #15, 30 and 45 busses and the N Judah line take commuters from the train station to YBCA at Third and Mission. (N Judah stops at MUNI/BART Powell or Montgomery stations on Market St.)

Ferries
www.transitinfo.org

Ferries run to San Francisco from various locations around the bay. Most ferries disembark at the Ferry Building at the foot of Market Street.

Directions By Car

From the East Bay, take Interstate 80 and exit at Fremont Street. Take a left onto Fremont at the end of the ramp, and another left onto Howard. Turn right on Fifth Street. Follow Fifth to Mission and turn right. Follow Mission to YBCA, between Fourth and Third Streets at Yerba Buena Gardens.

From the South Bay, take Highway 101 north and follow signs for I-80 East. Exit on Fourth Street, which will lead to Bryant. Turn left on Third Street. The Theater is on your left at the intersection of Third and Howard. The Galleries and Forum building is on your left at the intersection of Third and Mission.

From the North Bay, take Highway 101 south to the Lombard Street exit. Follow Lombard to Van Ness, turning right on Van Ness. Follow Van Ness until you reach Golden Gate: turn left. Golden Gate will take you across Market Street onto Sixth Street. Turn left off of Sixth onto Mission. Follow Mission to YBCA, between Fourth and Third Streets at Yerba Buena Gardens.

Parking

There is some street parking and a number of garages and parking lots near the Center.

Yerba Buena Gardens
Fifth & Mission Garage
833 Mission Street between Fourth & Fifth
415.982.8522

Moscone Center Garage
255 Third Street between Folsom & Howard

415.777.2782

Hearst Parking Center
45 Third Street between Mission & Market
415.989.4000

SFMOMA Garage
147 Minna Street between Third & New Montgomery
(Access Minna off Third between Howard & Mission)
415.348.0971

HIV Health Services Planning Council

730 Polk St, 3rd Floor, San Francisco, CA 94109

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San Francisco Department of Public Health, AIDS Office

25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

The Mayor's Conference Room is wheelchair accessible. The closest accessible BART Station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are: #47 Van Ness, and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call 923-6142. There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

The following services are available when requested by Noon of the Friday before the Council meeting: For American Sign Language interpreters, use of a reader during a meeting, or sound enhancement system, contact Leah Crask at (415) 674-4768. For a large print copy of agenda or minutes in alternative formats, contact Leah Crask at (415) 674-4768.

In order to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products.

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Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Donna Hall; by mail to Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 409, by phone at (415) 554-7724, by fax at (415) 554-7854 or by email at Donna.Hall@sfgov.org Citizens may obtain a free copy of the Sunshine Ordinance by contacting Ms. Hall or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, at http://www.sfgov.org/bdsupvrs/sunshine.htm

The Planning Council has several standing Committees where Council business and creation of motions for full-Council action occur, and members of the public are urged to attend. Council procedures do not permit: 1) persons in the audience at Council meeting to vocally express support or opposition to statements by Council members or by other persons testifying, outside of public comment; 2) ringing and use of cell phones, pagers, and similar sound-producing electronic devices; 3) signs to be brought into the meeting or displayed in the room; 4) standing in the meeting room. Citizens are encouraged to testify at Committee meetings and to write letters to the co-chairs of a Committee or to Council members, c/o HIV Health Services Planning Council, Shanti, 730 Polk Street. San Francisco, CA 94109. Agendas are available on the internet at http://www.sfcarecouncil.org THE AGENDA PACKET IS AVAILABLE FOR REVIEW AT HIV Health Services Planning Council, Shanti 3rd Floor,, 730 Polk Street. San Francisco, CA 94109 RECEPTION DESK.

HIV Health Services Planning Council
Yerba Buena Center for the Arts, Forum
701 Mission Street (at 3rd Street- see directions below)
San Francisco, CA 94103
July 26, 2004

Lunch at 12:30 PM
Meeting 1:00-8:30 PM

DRAFT MINUTES

I. Call to Order

II. Roll Call

III. Review and Approve Agenda
The Council reviewed and approved the agenda.

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IV. Review and Approval of Minutes from June 28th, 2004
The Council reviewed and approved the minutes.

Announcements
CM Hume reviewed the structure of the meeting.
CM Chung will be leaving her position at DPH on August 12, 2004.
CM Sanders encouraged members changing employment status to submit a new application to the Membership Committee.
CM Allgaier announced that the Evaluation Committee had received 26 Council and 52 provider responses to the Grantee Assessment.

V. Public Comment
Patrick Monette Shaw asked Council members to speak loudly because of the acoustics in the room.
Bill Hersch thanked the Council for its advocacy to restore defunded services.

VI. Prioritization Introduction
CM Blum reviewed the agenda and presented guidelines of respectful engagement during the meeting. The Council Co-Chairs will facilitate the meeting using Robert's Rules of Order; John Golenski will facilitate discussion.

Public Comment
There was no public comment on this item.

VII. Conflict of Interest Disclosure

Council members disclosed all possible or perceived conflicts of interest and signed a conflict of Interest Disclosure Form.
CM Blum works for San Mateo County in client services.
CM Shea is a family nurse practitioner at SFGH Ward 86 representing Title IV primary care for family services.
CM Thomas works for Continuum HIV/AIDS service providers, and was a previous employee of DPH.

CM Booker is a board member of ACRC and an employee of San Mateo County.
CM Hume is a PLWHA with no real or perceived conflict of interest.
CM Sallee works for San Francisco Community Clinic Consortium, which receives Title I funding in primary care, and was the former director of Haight Ashbury Free Medical Clinic.
CM Allgaier is an unaffiliated consumer.
CM Hicks is a nurse practitioner at Ward 86, at the San Francisco AIDS Education Training Center.
CM Chung is working for DPH until August 12, which receives no Title I money, and is on the Board of Directors for the API Wellness Center, which receives Title I funds.
CM Byers works for the State AIDS Office in Sacramento, and has no real or perceived conflict of interest.
CM Soto is the Program Manager of an agency in a Title I funded subcategory.
CM Antonetty works for DPH, which contracts out $6.7 million of CARE money, but where none of the staff is funded by CARE funding.
CM Simmons is the Program Director for Catholic Charities, which receives Title I money.
CM Durio works for AHP in a department which receives no funding from CARE money.
CM McMurray works for Metropolitan Community Church, which receives no CARE funding.
CM Geanuracos works in the Division of Adolescent Medicine at UCSF, which receives no Title I funding, and is a former employee of Larkin Street Youth Center.
CM Sanders is a PLWHA and has no conflict of interest.
CM Siron is a PLWHA and has no conflict of interest.
CM Pugh works for the University of the Pacific Dental School, which receives Title I funding in the area of dental care.
CM Rodriguez works for MNHC, which receives Title II funding.
CM Miller is a PLWHA and has no conflict of interest.
CM Graham works for the SF Sheriff's Department, and is a former employee of the Immune Enhancement Project.
CM Ortiz is a PLWHA with no conflict of interest.
CM Perez has no conflict of interest, and is a former employee with Positive Resource Center.
CM Conley is employed by the EMA of San Mateo County.
CM Flood works for the State Public Health Medical office.
CM Pearce has no conflict of interest but receives services from CARE-funded agencies.

Public Comment
Richard Johnson commented that the Council as a whole seems to have a conflict of interest by favoring and funding Western medicine over Eastern medicine.
Patrick Monette Shaw recommended placing the hearing enhancement device closer to the microphone for a better audio recording.

VIII. Report from Community Fora

CM Geanuracos and CM Durio from the Community Outreach and Advocacy Committee presented a brief report of the Community fora. See handout.
CM Siron reported on the feedback from the community regarding ISM's, which emphasized respectful, coordinated and accessible care.
CM Hume asked if there had been mention in the fora of the difficulty of receiving services when one is clean and sober in an environment where people are using substances.
CM Siron responded that many people talked about how being clean and sober had helped their ability to access more services.
CM McMurray stated that the Community Outreach and Advocacy Committee aims to improve the method of reporting on data collected at the fora so that the Council can make best use of the information.

Public Comment

A member of the public advocated for complementary therapy, an integrated service, which helps people with mental health and substance abuse issues.
Patrick Monette Shaw commented that the Council should put more time into collecting quantitative data from the Community Fora.
Richard Johnson commented that the Council does not use the Reggie system to notify people receiving services of Community Forum events.

IX. Input from Providers
Mike Smith presented the HIV/AIDS Providers Network (HAPN) recommendations to the Council.
CM Antonetty stated her appreciation of a unified presentation and voice from HAPN.
CM Chung stated her support for the points made by HAPN. CM Chung requested a commitment to work closer with the Council on the Reggie system regarding severe need.
Mike Smith responded that HAPN would be willing to be on a task force if it included members of the AIDS office and the Planning Council.
CM Geanuracos stated that fields already existed in Reggie that could be used for severe need, as well as data duplication.
CM Sanders suggested that when providers apply for funds would be an opportunity to set up collecting new information.
Cm Pugh cautioned against duplicating data in order to maintain clients' privacy, and rather than to introduce new fields in Reggie, it was first necessary to get people to be more Reggie-compliant with the data they have.
CM Allgaier mentioned that, since President Bush had emphasized the medicalization of the CARE act in his recent speech, HAPN should register clients to vote.
CM Blum asked about funding scenario recommendations.
Mike Smith explained the recommendation from HAPN. The top tier is not held harmless, deeper cuts to the second and more to the third, but not to the point where it is eliminated.
Cm Hume stated this was the first time hearing a unified voice from providers. CM Hume recommended that more of an interest be taken in Reggie data before adding more fields, for example 20 % of the income fields were "unknown."
CM Hume appreciated HAPN's attempt to propose an alternative funding scenario and mentioned as we move more towards an ISM, we don't want to pull out one service that might be important to the whole network.
Mike Smith noted that agencies who lost staff due to funding cuts would not have the administration to input data into Reggie.

Public Comment
Patrick Monette Shaw suggested introducing a motion that would disallow HAPN from making a presentation, unless it had the support of 100% of providers. HAPN should have addressed the Council before Prioritization.

X. BREAK

XI. Ethical Model for Prioritization Exercise- VOTE
John Golenski facilitated the Council in ranking operational values from the Shared Values and Vision document in order to select a justice paradigm, which will frame the prioritization.
The Council voted to come up with the following shared values (in descending order):
See attachment A, columns 2,3,4.

1. Access

2. Excellence
3. Compassion and Respect

The group voted on which ethical model to use to make decisions in prioritization.

1. Distributive justice (primary)
2. Utilitarianism and Compassion (tied for secondary)

Public Comment:
There was no public comment on this item.

XII. Integrated Service Model Discussion -VOTE

CM Pugh reviewed the history of ISM's. See handout. CM Allgaier facilitated the discussion and vote on each recommendation.

Public Comment

Patrick Monette Shaw asked the Council to bear in mind conflict of interest.

Recommendation 1:
Integrated Service Models will be called by a new name- Centers of Excellence

CM Perez spoke against the recommendation and commented that even if we move into using an ISM model, there is no assurance that the Centers of Excellence will be excellent until the services being delivered have been evaluated.
CM Geanuracos spoke in favor of the recommendation, but acknowledged the challenges to collecting data on these improved medical outcomes.
CM Pugh spoke in favor of the recommendation and emphasized administration coordination
CM Hume spoke in favor of the motion.
CM Shea called the question.

Public Comment:
Richard Johnson reminded the Council of the importance of Eastern medicine.

? The Council voted. Recommendation 1 was approved.
See Attachment A: Column 5. (24/28 voted in favor).

Recommendation 2
The "ISM Guiding Principles" are to be considered as a base (but not exhaustive) statement for Centers of Excellence.

Cm Durio asked if the recommendations came from the I and P Committee or the ISM Advisory Group.
Cm Allgaier responded that the I and P Committee adopted the rationale and language of the ISM Group, but the guiding principles came from the Planning Council. The motion to adopt the recommendations came from the I and P and Steering Committees.
CM DiCrocco called the question.

' The Council voted. Recommendation 2 was approved.
See Attachment A: Column 6. (27/28 voted in favor)

Recommendation 3
As Centers of Excellence for HIV care in San Francisco are created, the following SFDPH sections should be required to participate in planning as well as provide resources and support to these Centers of Excellence: Community Behavioral Health, HIV Prevention, and Housing and Urban Health.

CM Antonetty spoke against the recommendation. You cannot require community behavioral health and prevention services to comply with the coordination of services.
CM Simmons spoke against the recommendation and expressed concern about who would coordinate services.
CM Shea spoke in favor of the recommendation. DPH is moving towards integrated models, and the different departments need to comply because the movement is going that way.
CM Geanuracos spoke in favor of the recommendation, stating that there are indications from Prevention that this plan will work.
CM Chung suggested that the language could be changed to reflect how the three departments operate under one director.
Cm Hume spoke in favor of the recommendation, with the hope that this plan will work.
Cm Thomas spoke in favor of the recommendation. All three departments have been participating in the planning process through the ISM advisory group. In times of decreasing funds we need to coordinate as much as possible to improve health outcomes for PLWH.
CM Hicks spoke in favor of the recommendation, stating this is advocacy for our patients and clients.

CM Siron called the question.

Public Comment:
Patrick Monette Shaw stated his understanding that it was DPH's mission to provide access for healthcare for everybody.
A member of the public spoke on behalf of Prevention for Positives and warned against misappropriating funds from the Board of Supervisors.

? The Council voted. Recommendation 3 was approved.
See Attachment A: Column 7. (21/28 voted in favor)

Recommendation 4
The San Francisco Department of Public Health set-aside should be dissolved and all types of organizations (SFDPH, CBO, Universities) be allowed to bid on RFP dollars for ISM and all other services.

CM Conley asked if this recommendation was within the purview of the Planning Council.
CM Hume responded that the Council Co-chairs had met with Jimmy Loyce from the AIDS Office about this matter. They were told that no further discussion or action could be taken on the issue until the Council had made a decision about the set-aside.
CM Geanuracos voiced concern about destabilizing the public health system in the city. The current set aside is a fixed number and it is a percentage of the total award. CM Geanuracos asked to make a requirement for a floor, and take away a ceiling.
CM Allgaier stated that the ISM group did not anticipate that this would affect funding for any particular group. The hope was that it would go to those best able to provide the services.

CM Simmons proposed an amendment to the motion. expressing concern that taking away the set-aside would disrupt services. CM Simmons moved to table this recommendation until it was clear what impact it would have on the DPH budget this year.
CM Conley seconded the motion.

? The Council voted. The amendment to table Recommendation 4 did not carry. See Attachment A. Column 8. (7/28 voted in favor)

CM Byers stated that the Council should provide direction to DPH. whether or not DPH can implement changes is different.
CM Antonetty spoke against the motion. stating there were too many unanswered questions. and that different tables presented were inconsistent.
Michelle Long Dixon stated that DPH could commit to some participation in this model. but could not commit to specific dollar amounts. DPH believes that the providers who contribute to COE's should be based on the needs of the clients they are serving.
CM Shea spoke in favor of the recommendation. If all the money went out to bid at the same time the monitoring would be public. DPH needs more money to take care of these patients. CM Shea recognized that there are providers who would be competing with the larger DPH who stand to lose money. but the partnerships between CBO's and DPH were the strongest and most successful ISP's. If only CBO's are able to bid on this money. we would lose out on the benefits of the partnerships.
CM Conley spoke against the motion and stated that there would never be enough COE's to provide for everyone who uses DPH as a place of last resort.
CM Conley would support removing the ceiling while not taking away the floor. Mary Jane Wood in San Mateo County had stated that the history of the set-aside was an agreement about how much CARE money would go to support Union jobs. CM Conley suggested that Council members recuse themselves from voting.
Cm Geanuracos proposed an amendment to the recommendation. that 22% of the set-aside be maintained as a floor for DPH services but that it be removed as a ceiling so that DPH is able to compete with all other service categories. but that total funding would not drop below the current 22%.

CM Geanuracos restated the amendment not using percentages:
Instead of the set aside being dissolved. the current dollar amount received by DPH be a floor not a ceiling for funding overall and that DPH be allowed to compete in other service categories.

CM Blum seconded the amendment.
Cm Geanuracos spoke in favor of the amendment and addressed concerns around care of last resort. CM Geanuracos stated that given the unstable funding in the state. it would be treacherous to take money away from public health.
CM Simmons spoke in favor of the amendment. stating that DPH has done an excellent job. but he fears disruption to the clinics.
CM Allgaier spoke against the amendment. stating that it did not allow a conversation with DPH. The goal on the Council should be to provide the best services to clients. not to secure jobs.
CM Ortiz spoke against the motion.
CM Shea spoke against the motion and stated her conflict of interest. Setting aside 22% will leave only a small amount for COE's. which is not enough. CM Shea acknowledged that there would be ramifications to eliminating the set-aside. but ultimately they would be for the best.
CM Antonetty spoke against this motion. stating her perceived conflict of interest working for DPH. CM Antonetty commented Council members have asked questions on this issue that still remain unanswered.

Michelle Long Dixon clarified that the AIDS Office monitors programs and determines whether they are

good or not. The majority of programs that were funded by CARE dollars were in the commendable category. The rest were in the acceptable category. Most of the services that were funded were good services.
While the AIDS office appreciated the work of the Council and asked for guidance in the direction of allocation, they take recommendations as recommendations. The purview of the Grantee was to implement the direction the Council would like to see things go in.

? CM Siron called the question.
The motion to call the question was approved. See Attachment A, Column 9.

Public comment:

Patrick Monette Shaw stated that there could be consequences for the Grantee taking recommendations and then ignoring them.

? The Council voted on the amendment to the motion.
The amendment was not approved. See Attachment A, Column 10 (13 in favor, 12 opposed).

CM Durio spoke against the original motion, and proposed that the vote to dissolve the set aside be separate from ISM.
The amendment was not seconded.

CM Hume spoke in favor of the original motion, as it supported paradigms of retributive justice and access.
CM Ortiz spoke in favor of the motion, citing the collective support of HAPN.

? CM Pugh called the question.
The motion to call the question was approved. See Attachment A, Column 11.

Public comment:
Patrick Monette Shaw reminded the Council about conflict of interest.

? The Council voted. Recommendation 4 was not approved.
See Attachment A: Column 12. (15 voted in favor, 9 voted against)

CM Conley stated his discomfort with Council members who work for agencies who stand to gain from the recommendation, had it passed.
CM Thomas asked for a chance to respond to this accusation. When all entities are treated the same across the board, there is no potential for a conflict of interest if you are not singling out an agency or putting additional dollars into a service subcategory.
Cm Byers stated that no one needs to recuse themselves when it says "all other services." CM Byers stated that he was no longer the Council's parliamentarian, as someone else had provided a training on conflict of interest at the last full Council meeting.

Recommendation 5
Centers of Excellence are to be funded from the ISP sub-category plus a portion of funds from SFDPH, CBO, and University dollars (i.e., from all Title I and Title II dollars within a sub-category) in other service sub-categories as identified in the CoE model. The SFDPH should be allowed to bid to provide services solicited in the CoE solicitation.

CM Byers asked whether COE's would target severe need but also be available to non-severe need clients.
CM Allgaier stated that COE's were created for severe need.

Public comment:
Patrick Monette Shaw stated that on matters that are benefiting one's organization. Council members need to recuse themselves from voting.

? The Council voted. Recommendation 5 was approved.
See Attachment A: Column 13.

Recommendation 6
Because the Planning Council now differentiates between severe need and special populations. Centers of Excellence should serve severe need and special populations as defined by the Planning Council.

CM Antonetty asked if people who were not special populations would be excluded from COE's.
CM Allgaier responded that targeting special need was not to the exclusion of those people who do not fit those categories.

Public Comment:

Patrick Monette Shaw stated that if the mission of DPH was to serve all of San Francisco, they would need to set up a COE for all the miscellaneous people.
Richard Johnson asked why complementary care was not included as a special population.

? The Council voted. Recommendation 6 was approved.
See Attachment A: Column 14.

Recommendation 7
Program coordination should be funded as an integral part of the new models, including service coordination, organizing case conferences, and ensuring Reggie data entry. A Program Coordinator will be required for each CoE and may be budgeted as a direct expense.

CM Simmons spoke against the motion, as the money requested for network coordination was excessive.
CM Conley spoke against the motion, as it will raise the indirect rate that DPH makes available to CBO's. This was a cost of doing business that everyone would have to shoulder.
CM Shea stated her perceived conflict of as a member of an ISP and working for UCSF. Network coordination has made a huge difference in organizing the ISP's. ISM's will not work without it.
CM Perez spoke in favor of the motion, and has observed a need for coordination.
CM Allgaier spoke in favor of the motion, as there currently were not enough resources for administration and case conferencing.
CM Pugh spoke in favor of the motion. Network coordination was not a luxury; without it, people with severe need would not have care.
CM Geanuracos spoke in favor of the motion.

? CM Blum called the question.
The motion to call the question was approved. See Attachment A. Column 15.

Public comment.
Naomi Prochovnik, Director of TLC, stated that the key distinguisher of ISM's is the coordination of services rather than parallel services.
A member of the public gave an example at Tom Waddell where case conferencing between providers had ensured that clients got better care.

? The Council voted. Recommendation 7 was approved.
See Attachment A: Column 16.

Recommendation 8
The following services, though not required as part of Centers of Excellence, are essential to taking care of severe need and special populations and should be maintained as well as possible within the community:
- Residential programs: RCFCI's, supportive housing, transitional housing
- Residential mental health and substance abuse treatment
- Facility Based and Home Based Home Care programs
- Money Management
- Benefits Counseling
- Direct Emergency Financial Assistance

CM Hume spoke in favor of the recommendation, stating that it helped to reinforce the value of all these services.
CM DiCroceo proposed an amendment to include complementary therapies in Recommendation 8.
CM Graham seconded the motion.
CM Byers spoke against the amendment and the original motion, stating that the Council would have to include the whole Prioritization list to the recommendation.

? The Council voted. The amendment did not carry. See Attachment A, column 17.

CM Pugh called the question.

Public comment:
Richard Johnson stated the Council's behavior showed its Westernization.

? The Council voted. Recommendation 8 was approved.
See Attachment A: Column 18.

Recommendation 9
Funding the new Centers of Excellence subcategory at $6,432,148 or 25.4 % of the San Francisco Direct Services award, whichever is higher using the following budget as a guideline for funding by using the either the dollar amount or the percentage amount- whichever is higher. A part of the money from subcategories primary care, outpatient mental health, and case management will be used to fund $500,000 for network coordination.

CM Pearce stated that 25% of the budget had been pulled to serve severe need from programs that were serving additional populations other than severe need.
CM Allgaier stated that money was left in each subcategory for non-severe need populations.
CM Simmons spoke against the motion, stating the Council did not have enough information and it should have been presented earlier.

? CM Shea called the question.
The motion to call the question was not approved. See Attachment A, Column 19.

CM Thomas spoke in favor of motion. The people who put the budget together put a lot of thought into it and left money for other services. The individuals and money for their services will move from other services into ISM's.
CM Pugh stated that the information was available to anyone who wanted to attend the meetings for I and P and Steering Committees.
CM Hume stated that the numbers for the budget did not come out of nowhere, but acknowledged that it was a big decision and a shift in the system of care.
CM Hume asked if there was a number of how many people might receive services.
CM Allgaier responded that they did not have that data. They used data from the current ISP's + 200 (1700) for 50% of what it would cost to serve the same number.
CM Geanuracos spoke in favor of the motion.
CM Antonetty expressed concern about the amount of money in primary care if the set-aside was dissolved.
CM Allgaier responded the Council always makes decisions based on service subcategory. It would be up to DPH to decide how best to work that out considering the set aside.

CM Thomas stated that since primary care is such a focus of ISM, there needed to be additional primary care dollars. The thought was that people were currently accessing care outside of an integrated model, and we wanted to move them into the ISM's to greatly increase the numbers of PLWH to get their care at ISM's.

CM Shea stated that there were a lot of functional people using outpatient mental health; therefore, a smaller amount should be taken out of outpatient mental health.
CM Conley stated that even thought the information has been available, the full Council needs more than 2 hours to discuss shifting over $6 million.
CM Shea spoke in favor of the motion, stating that much thought had gone into this recommendation.
CM Pearce stated that he supported COE's, but that without the empirical numbers for how many people fall into severe need, it was too much of a leap of faith to shift the money into COE's.
CM Allgaier spoke in favor of the recommendation and of a chronic disease management model, stating that figuring out severe need as a percentage is not the best way because severe need eats up more dollars than other populations.

CM McMurray spoke in favor of the motion, stating that providers who participate in COE's can also bid for non-severe need dollars.
CM Graham stated she was uncomfortable both discussing allocations before that item came up on the agenda, and that there was a significant increase in the cost per unit but only a small increase in the number of clients served.
CM Graham asked what "more clients" meant.
? CM Allgaier responded that there was only a rough number based on the service subcategory sheets.
CM Graham spoke against the motion.
CM Thomas stated that, based on the information, if we take current cost per client under ISP's, COE's could double the 1562 unduplicated clients to 3,046. In addition to existing services, COE's are adding services:.
CM Sanders stated that there has been an opportunity for participation.

Russ Zellers (AIDS Office) stated that DPH has not yet determined how much money goes toward what category.
CM Antonetty proposed a motion to table voting on Recommendation 9.

The motion was seconded.
The Council agreed to take a dinner break before voting on Recommendation 9.

CM Hume announced that the Council would complete agenda item 13 regarding the Bayview Southeast Corridor and item 18 regarding Co-Chair nominations. Agenda items 15, 16 and 17 would be postponed to the August full Council meeting at the Mayor's Conference Room in City Hall, from 4-7:30pm.

Public Comment
Patrick Monette Shaw stated that the ISM discussion had hijacked prioritization, and there was not enough information to base decisions on.
Naomi Prochovnik stated that severe need clients have a higher cost in the system right now.
A member of the public representing the API Wellness center stated that ISM will be a lifesaving model that addressed the acuity of need.

DINNER BREAK

CM Perez called the question.
? The Council voted. Recommendation 9 was approved.
See Attachment A: Column 20 (19 out of 27 voted in favor)

XIII. Southeast Corridor of San Francisco (Bayview/ Hunter's Point) Motion & Proposal from Community Outreach & Advocacy Committee-VOTE
CM Geanuracos presented the following motion from the Outreach & Advocacy Committee:
If the ISM's Centers of Excellence model and budget are approved by the full Council, a set aside amount of $1.7 million will be dedicated to creating a Center of Excellence in the Bayview Hunter's Point's/Southeast Corridor of the City, and the attached proposal will be used as a baseline service model for that area, with the addition of neighborhood level medical evaluation data.
See handout.

CM Geanuracos stated that the model would include more attention to case finding, would be more integrated into primary care, would allot additional money for peer education, and would try to overcome a systemic history of racism in healthcare.
CM Allgaier stated that there was currently no CARE funding in this neighborhood.
CM Geanuracos cautioned against overspecifying and limiting which CBO's could respond to the solicitation.
CM Byers asked if this COE costing $1.7 million would be different than other COE's.
CM Durio clarified the general geographic area the COE would serve: outer Mission, Excelsior, Bayview, essentially everything South of Highway280.
CM Shea expressed concern about having $400K of state money in the Bayview, and stated that the AIDS Office would need to help bridge the state money with the federal money that would go into the Bayview.
CM Pearce asked about the numbers the COE would be serving, stating that the report indicated 150 individuals from the report. CM Pearce stated that this was too large a percentage for too few people.

CM Hume stated that the Council needed to do something in the Bayview, but he expressed concern about the proposed.

CM Simmons stated that starting programs was expensive, and that it was critical to support this motion, as the African American community had been disproportionately affected. This proposal would begin as a pilot program and later be evaluated.
CM Sallee asked how much prework would be required for infrastructure development.
Michelle Long Dixon stated they would need to set up Reggie data collection.
CM Sallee spoke against the motion, stating that the capacity building was under-funded in this scenario. CM Sallee recommended putting Title 3 planning process dollars into doing the groundwork.

CM Allgaier proposed an amendment to the motion to set aside $1.7 million for the Southeast Corridor COE, minus the amount, $400K, currently funded by the state for early intervention programs, and the COE be tied into work of early intervention program already in existence in the Bayview.
CM Shea seconded the amendment.

CM Miller spoke against the amendment, stating that it was important that the money needed in that neighborhood stay there to fund programs.
CM Byers spoke against amendment and against the motion, stating that he was against allocating dollar amounts before that item on the agenda. CM Byers suggested directing the AIDS Office to establish a COE in the Bayview, then to let the AIDS office figure out the funding scenario for it.

CM Chung stated that there was a crisis in the Bayview, where whole families infected with the virus do not show up on EPI data, and where homelessness is invisible.
CM Sallee advocated funding support to get the project started, but that it was unreasonable to expect to start a COE within 6 months.
CM Sallee spoke against the amendment that would take out money already in neighborhood.
CM Durio spoke against the amendment, stating that the service area was a lot bigger than just the Southeast Corridor. Many people do not show up on the data who might have a zip code in Oakland but their time was spent in San Francisco, or those who have just come out of prison. CM Durio stated he knew many people in the neighborhood who were infected and not in care.
CM Simmons spoke against the amendment.
CM Ortiz spoke against the amendment and in favor of the motion. This population needed the service and attention from the Council.
CM DiCrocco spoke against the amendment and in favor of the motion.

Michelle Long Dixon explained that there is usually a 3-year start up period, and most programs did not use all their money. The leftover money would come back and be reallocated, then the AIDS Office would make a recommendation.
Michelle Long Dixon stated that it was inappropriate to tie funding to a different provider, as most programs have other providers, and the state may or may not continue to provide funding.
Michelle Long Dixon stated that individual agencies should not leave flyers advertising their organizations at prioritization.
CM Thomas apologized for leaving flyers about the Southeast Health Center that listed existing services provided in the Bayview. CM Thomas stated she was strongly in favor of putting additional services into the Bayview, but to build on existing capacities and strengths and ensure that the services were accessible to the African American community in San Francisco overall. CM Thomas expressed concern that the early intervention program in the Bayview was not at capacity.
CM Geanuracos spoke against the amendment and in favor of the motion, which could forestall an epidemic in African American communities that was occurring all over the east coast, and beginning in Oakland and East Palo Alto. The COE would be an investment in this community.
CM Allgaier withdrew the amendment and stated that the Council did not get complete information about the systems of care already in place.
CM Chung warned the Council about assuming expertise in a culture that was foreign to many.

CM Byers proposed an amendment to the motion that would take away any dollar amounts and reads: The Planning Council directs the AIDS office to have an RFP that calls for a COE model in the Bayview Hunter's Point Southeast Corridor, that will include the attached proposal be used as a baseline service model for that area, with the addition of neighborhood level medical evaluation data.

CM Perez spoke against the amendment.
CM Pearce spoke in favor of the amendment, stating his support for the African American community, but his discomfort with the dollar amount.

CM Siron called the question on the amendment.

Public comment:
Patrick Monette Shaw stated his discomfort with the Council advocating for a dollar amount to one area of the city.
Richard Johnson stated that the African American community is not just in the Southeast.
Marcia Herring stated that no one from the Council had asked for more information regarding the Bayview/Hunter's Point report and proposal, which she would have provided upon request.
Brett Andrews encouraged the Council to have a clear understanding of what makes up African American culture, and of the necessity to allot CARE funds to this community.

? The Council voted. The amendment did not carry. See Attachment A, column 21.

Public comment: (on the original motion)
John Golenski spoke in favor of the motion, stating that the epidemiology shown only measures perhaps 1/5 of those infected. The community needs resources and is not adequately financed.
Patrick Monette Shaw stated that $1.7 million may be too much, but it followed a retributive justice model.

? The Council voted. The motion was approved.
See Attachment A: Column 22.

XIV. Subcategory Ranking in Order of Priority – VOTE
This item was postponed until the August Full Council meeting.

Public Comment

XV. Allocation to Subcategories-VOTE
This item was postponed until the August Full Council meeting.

Public Comment

XVI. Funding Scenario Discussion - VOTE
This item was postponed until the August Full Council meeting.

Public Comment

XVIII. Open Nominations for Co-chairs

The Co-chairs opened the nominations for Council Co-chairs for the next term commencing in October 2004.
CM Sallee announced that neither herself nor CM Hume would be accepting nominations.
CM Conley nominated CM Booker. who was not present to accept the nomination.
CM Flood nominated CM Allgaier. CM Allgaier accepted the nomination.
CM Sanders nominated CM Siron. CM Siron accepted the nomination.
CM Ortiz nominated CM Sanders. CM Sanders accepted the nomination.
CM Soto nominated CM Blum. CM Blum declined the nomination.
CM Thomas nominated CM Pugh. CM Pugh accepted the nomination.

Public Comment
There was no public comment on this item.

XIX. New Business
CM Durio proposed a discussion about the process of prioritization at the next full Council meeting.

Public Comment
There was no public comment on this item.

XX. The meeting adjourned at 8:40pm.

Meeting minutes are considered to be in DRAFT form until reviewed and approved by Council attendees.

Home | Community Outreach & Advocacy Committee | Policy & Evaluation Committee | Evaluation Committee
Membership Committee | Planning Committee | Steering Committee

HIV Health Services Planning Council

City Hall, Mayor's Conference Room (Rm. 201)
1 Dr. Carlton B. Goodlett Place

August 30, 2004
4:00 PM - 7:30 PM

DRAFT AGENDA

I.	**Call to Order**	**4:00 PM**
II.	**Roll Call**	**4:02 PM**
III.	**Review and Approval of Agenda**	**4:05 PM**
IV.	**Review and Approval of Minutes- July 26, 2004**	**4:07 PM**
V.	**General Announcements**	**4:10 PM**
VI.	**Public Comment**	**4:15 PM**
VII.	**Meeting Introduction**	**4:25 PM**

Council Co-chairs
***Planning Committee Prioritization Topic**
The Co-chairs will review the Council by-laws section regarding voting, then review how Council Members direct their comments during meetings, and basic meeting principles.

Public Comment on this item

VIII. Membership -VOTE **4:30 PM**
Mjay Sanders/ Jorge Rodriguez
The Membership Committee recommends the following Council Members for membership term renewal (September 1, 2004.):

Randy Allgaier
Mary Lawrence Hicks
Lara Sallee
George Simmons

The membership Committee recommends the following applicants for appointment to the Council commencing on September 1, 2004.

Sparkie Spaeth
Devin Anderson
Billie-Jean Kanios

Public Comment on this item

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IX. Review Prioritization Retreat Decisions **4:33 PM**
John Golenski
***Planning Committee Prioritization Topic**
John Golenski will review the decisions made regarding values ranking and justice paradigms at the July Prioritization meeting .

Public Comment on this item

X. Subcategory Ranking in Order of Priority – VOTE **4:43 PM**
John Golenski
***Planning Committee Prioritization Topic**
John Golenski will facilitate the Council in prioritizing the service sub-categories and the Council will vote to accept the priority order.

Public Comment on this item

XI. Dinner Break **5:38 PM**

XII. Allocation to Subcategories-VOTE **5:53 PM**
John Golenski
***Planning Committee Prioritization Topic**
John Golenski will facilitate the Council in the allocation of funds for each subcategory including attention to MAI dollars and the Council will vote to accept the allocations.

Public Comment on this item

XIII. Funding Scenario Discussion - VOTE **6:43 PM**
John Golenski
***Planning Committee Prioritization Topic**
John Golenski will facilitate the Council's discussion of funding scenarios for 5%, 10%, and 15% cuts, level funding and increased funding and the Council will vote to accept the funding scenarios.

Public Comment on this item

XIV. New Business/ Next Agenda **7:28 PM**
****Reminder Council Co-chair nominations are open until September 27. 2004***

XV. Adjourned **7:30 PM**

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Committee attendees.

San Francisco Department of Public Health, AIDS Office
25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

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San Francisco

HIV Health Services Planning Council

City Hall, Mayor's Conference Room (Rm. 201)
1 Dr. Carlton B. Goodlett Place

August 30, 2004
4:00 PM - 7:30 PM

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I. Call to Order

II. Roll Call

III. Review and Approve Agenda
The agenda was reviewed and approved.

IV. Review and Approval of Minutes from July 26th, 2004
The minutes were reviewed.
CM Sanders clarified that under Item 18, CM Durio had nominated CM Siron for Council Co-chair, not CM Sanders.
With these changes, the minutes were approved.

V. Announcements
CM Allgaier announced that 21 Council members had completed the evaluation of Council structure, which will closes September 10th on SurveyMonkey.
CM Conley announced his resignation from the Council after 8 years of service. The AIDS Community Advisory Board will appoint Mary Jane Wood's successor as the San Mateo County representative to the Council.
CM Chung announced her resignation from the Council after being appointed to the Human Rights Commission. She will continue to assist the Community Outreach and Advocacy Committee with community fora.
CM Sanders declined his nomination for Council co-chair.
CM Hume will be requesting a leave of absence for 2 months starting September 28th due to health reasons.
CM Booker will accept her nomination for Council co-chair.

VI. Public Comment
CM Hume reviewed the meeting code of conduct, which states that members of the public and Council members are expected to engage the Council in a respectful manner, and in a way that promotes a positive atmosphere.

Mike Smith from HAPN reiterated their key proposal to set up funding scenarios that affect service subcategories disproportionately so that no category would be completely defunded.

Tim Patriarca, director of a facility-based home care agency, stated that CARE dollars are their primary source of funding and their category should be reprioritized.
Will Carter from Marin County requested more information about how the decisions of the Planning Council affect Marin County.
Patrick Monette Shaw stated he will miss CM Conley and CM Chung on the Council and recommended that CM Geanuracos's leave of absence not be accepted.
Dr. Klefner from Marin County urged the Council to promote communication with Marin County.
Wade Forrest introduced himself as a new member of the Marin Planning Council.
A representative from Catholic Charities recommended that the Council reprioritize RCFCI's, as they are an integral component in the continuum of care.

VII. Meeting Introduction
Council Co-chairs
***Planning Committee Prioritization Topic**
The Co-chairs reviewed the Council by-laws section regarding voting.
CM Sallee reminded the council about respectful engagement during meetings, which also applies to people's voting decisions.

Public Comment on this item
There was no public comment on this item.

VIII. Membership -VOTE
Mjay Sanders/ Jorge Rodriguez
The Membership Committee recommended the following Council Members for membership term renewal (September 1, 2004.):

Randy Allgaier
Mary Lawrence Hicks
Lara Sallee
George Simmons

The Council voted. The motion passed.

The Membership Committee recommended the following applicants for appointment to the Council commencing on September 1, 2004.

Sparkie Spaeth
Devin Anderson
Billie-Jean Kanios

Public Comment on this item

Patrick Monette Shaw recommended that Billie-Jean not be appointed, as he does not live in the San Francisco EMA.
CM Sallee responded with quote from by-laws which does not require Council members to live in the EMA if they are employed by a service provider in San Francisco.

The Council voted. The motion passed.

IX. Review Prioritization Retreat Decisions
John Golenski
***Planning Committee Prioritization Topic**
John Golenski reviewed the decisions made regarding values ranking and justice paradigms at the July Prioritization meeting. See handout.

Public Comment on this item

X. Subcategory Ranking in Order of Priority – VOTE
John Golenski facilitated the prioritization of service sub-categories.
The Council discussed using tiers to rank service sub-categories.
CM Pugh spoke in favor of using tiers because they aided in funding scenarios.
CM Chung spoke against using tiers if it they were the same as last year.

CM Sallee made a motion to continue using the tier system as the Council had used in the last year.
CM Pugh seconded the motion.

CM Hume spoke against the motion, for fear that interrelated services would be defunded.
CM Durio spoke against the motion and supported CM Hume's comments.
CM Hicks spoke in favor of the motion and of focusing on core services.
CM McMurray asked if the tiers could be altered.
CM Sallee responded that the motion preserves three tiers.
CM Allgaier spoke in favor of the motion as long as no service subcategories get cut.

- The Council voted. The motion did not pass. See Attachment A, Column 2. (14/25 in favor).

Mr. Golenski asked the Council if they wanted to substitute the new Centers of Excellence for the former ISP categories.
CM Thomas stated that yes, the Council had voted to change the name of ISP categories and specified dollar amounts, so ISP will now be called COE, as defined at the last meeting.
Mr. Golenski asked if the specific dollar amount voted on in COE Recommendation 9 should stand as specific amount, or be a proportion percentage of the total.
CM Allgaier stated that the motion had included a dollar figure as well as a percentage figure.
CM Pugh clarified that it was $6.4 million or 25.4%, whichever was greater.
CM Sallee read aloud the original motion from Recommendation 9, which clarified that the amount was 25.4% or $6.4 million, whichever is greater. See handout.

CM Conley clarified that the amount refers to the San Francisco Direct Services Award, which does not include San Mateo or Marin counties.

CM Byers made a motion to keep the same priority list of service sub-categories, 1-29, with the change from ISP to COE, which would allow the Council to move into the discussion about how much money to allocate to services.
CM Pugh seconded the motion.

Mr. Golenski clarified that the Council would be making 3 decision points: prioritization, allocation, then funding scenarios.
CM Shea: spoke against the motion, stating that theoretically the list is different than allocation, but can be essentially the same.
CM DiCrocco spoke against the motion because it affects funding of service subcategories at the bottom of the list.
CM Antonetty spoke against the motion, stating that Council members need more information about process.
CM Pugh stated that there was a distinction, once you have prioritized sub-categories there are many different ways to allocate money to them.
CM Chung spoke against the motion, stating that once you prioritize, the money is attached to the service subcategory.
CM Allgaier spoke in favor of the motion, stating that these priorities are in-keeping with priorities of the past.
CM Perez spoke against the motion and reminded the Council that it has gone through many changes and to consider on what basis its decisions are made.
CM Simmons spoke in favor of the motion because of time constraints.

CM Ortiz called the question.

Public comment on this motion:
Patrick Monette Shaw stated that the money allocated to COE's severe need eligibility requirements would leave single diagnosis clients out in the cold if there were major cuts.

- Roll Call vote. The motion did not pass. See Attachment A, Column 3, (10/28 in favor).

CM Thomas suggested using the values previously decided on to discuss the issues.
John Golenski explained that the original intention of prioritization was to provide a sequential process that listed which services were the most important to provide, of which the top were usually emergency and life-saving services. The middle services were usually prevention services. HRSA required prioritization to be separate from allocation because there might be multiple sources of funding services after they have been prioritized.
CM Shea stated that often the Council does not know what other programs have for funding, but they try to allocate Care dollars where they make the greatest difference.

CM Thomas stated that there was a negative association with tiering services because this year the bottom tier of service subcategories was cut.
CM Byers stated that the priority list is not always directly proportional to cuts.

CM Simmons made a motion to prioritize the first 6 categories as they exist now, which represents almost 50% of our funding. Those 6 in order are: Primary care, Emergency housing, Food, COE's, Residential programs and subsidies, and benefits counseling.
Cm Ortiz seconded the motion.

CM Antonetty spoke in favor of the motion.
CM Perez called the question.

Public Comment on this motion:
Patrick Monette Shaw recommended that the Adult Day Healthcare category should be more closely linked to primary medical care.

- Roll Call vote. The motion passed. See Attachment A, Column 4. (19/28 voted in favor).

CM Booker encouraged the Council to move forward with the process.
Mr. Golenski stated that even thought the Council had just voted against using tiers, it had created a tier when it voted on COE's. Mr. Golenski suggested discussing priority order from the bottom up.
CM Thomas commented that 100% of sub-category 29, Outreach, was moved into COE's, and it no longer existed as a category.
CM Allgaier reminded the Council which services had been voted as integral to the success of COE's: Residential programs, RCFCI's, Mental Health, Transportation, Money Management, Benefits Counseling.

Public Comment
Patrick Monette Shaw warned that if the Council created tiers now, they would use them later on.

DINNER BREAK

CM Sallee made a motion to give John Golenski the authority to facilitate the motions.
The motion was seconded.

- The Council voted. The motion passed.

John Golenski led the Council through a series of straw polls to identify which service sub-categories Council members wanted to see moved or keep at the same ranking.

Service sub-category 29, Outreach: 25/27 wanted to keep at the same ranking.
Service sub-category 28, Congregate meals: 19/27 wanted to keep at the same ranking.
Service sub-category 27, Transportation: keep it 19/27 wanted to keep at the same ranking.
Service sub-category 26, Dental care: 25/27 wanted to keep at the same ranking.
Service sub-category 25, Child care: 19/27 wanted to keep at the same ranking.
Service sub-category 24, Treatment adherence: 24/27 wanted to keep at the same ranking.
Service sub-category 23, Adult day health care: 12/27 wanted to keep at the same ranking.
Service sub-category 22, Integrated case management: 10/27 wanted to keep at the same ranking.

CM Sallee made a motion to keep service sub-categories 24-29 at the same ranked priority number.
Cm simmons seconded the motion.
Cm Ortiz called the question.

Public comment on this motion:

- Roll call vote. The motion passed. See Attachment A, Column 5. (23/28)

John Golenski addressed the Council, stating that no one wants to make these difficult decisions, but the Council had agreed to make them.

CM Allgaier made a motion that the current ranking of categories 7-13(see list), which are those services essential to COE, be the next group from the top in the same order.
CM Simmons seconded motion.

CM Thomas spoke in favor of the motion, stating that these services are essential to severe need and special populations, and would be consistent with the ranking paradigms of distributive justice and access..
CM Pearce spoke against the motion, stating that it would move all Mental Health categories down to #15 or below.
CM Perez spoke against the motion and warned the Council of clumping categories together.
CM Hume spoke against motion, stating that if certain programs were defunded, such as RCFCI's, there would be no other funding.
CM Byers read aloud COE Recommendation 8, which stated that the services were not required but should be maintained in the community.

Public comment:
Patrick Monette Shaw urged the Council not to drop the Mental Health categories down in priority.

- Roll call vote. The motion did not carry. See Attachment A, Column 6. (7/28 voted in favor)

CM Siron suggested reviewing the service sub-categories from the top to the bottom. John Golenski led the Council through a series of straw polls to identify which service sub-categories Council members wanted to see moved or to keep at the same ranking.

7. Outpatient Mental Health: 18/28 wanted to keep at the same ranking.
8. Direct Emergency Financial Assistance 20/28 wanted to keep at the same ranking.
9. Dental care: 21/28 wanted to keep at the same ranking.
10. Money Management: 11/28 wanted to keep at the same ranking.
11. Transitional Housing: 20/28 wanted to keep at the same ranking.
12. Case Management (separate from COE's):15/28 wanted to keep at the same ranking.
13. Crisis Mental Health: 15/28 wanted to keep at the same ranking.
14. Residential Substance Abuse: 9/28 wanted to keep at the same ranking.
15. Residential Mental Health:14/28 wanted to keep at the same ranking.
16. Detox: 9/28 wanted to keep at the same ranking.
17. Facility-based home care: 8/28 wanted to keep at the same ranking.
18. Home-based home Care: 6/28 wanted to keep at the same ranking.

CM Hume made a motion to keep Direct Emergency funding at #8, Centralized Dental care at #9, and Transitional Housing at #11.
CM Pugh seconded the motion.

CM Hicks spoke against the motion, expressing concern that Outpatient Mental Health would be moved down too far.
CM Miller asked how people would get to those services, ranked in that order.
CM Pugh clarified that the Transportation category did not include vouchers, it was only the Shanti van.

Public comment:
Patrick Monette Shaw asked how the Council could move categories and leave gaps.

- Roll Call vote. The motion passed. See Attachment A, Column7, (20/28 voted in favor).

CM Sallee proposed to delay discussion of funding allocation until the September full Council meeting due to time constraints.

CM Shea made a motion to move Facility-based home care to #7 and Home-based home care to #10.
CM Ortiz seconded the motion.

CM Shea stated that many severe need patients would not be able to adhere to treatments without home based home care.
CM Pugh spoke against the motion, stating that there were not other sources of funding for mental health, which would be moved down too far in priority.
CM Byers spoke against the motion, stating that the Council was moving categories without substantiation.
CM Pearce spoke against the motion, stating the preventative benefits of funding mental health.
CM Thomas spoke in favor of the motion.

CM Pugh called the question.

Public comment:
Patrick Monette Shaw requested more information on units of service or number of clients served in each category.
Tim Patriarca stated he was in favor of mental health, but the motion would send a message that RCFCI's are a priority.

- Roll Call vote. The motion did not pass. See Attachment A, column 8.

CM Sallee moved to extend the meeting to 8pm.
The motion was approved.

Mr. Golenski urged the Council to think about which service subcategories best meet the value rankings it had previously come up with.
CM Pugh reminded the Council of its severe need definition.

CM Graham made a motion to move Crisis Mental Health to #7, Outpatient Mental Health to #10, Facility-based home care to #12, Home-based home care to #13, in order to address issues of access, severe need, and units of service.
CM Allgaier seconded the motion.

CM McMurray called the question:

- Roll call vote. The motion passed. See Attachment A, Column 9. (20/27 voted in favor).

CM Thomas made a motion to put Case Management at #14, Money Management #15, Residential Substance Abuse #16, Residential Mental Health #17, Detox #18.

CM Chung against the motion, stating Residential Substance abuse did not produce enough units of service.
CM Soto spoke in favor of motion, stating that money management helped clients maintain housing.
CM Pugh spoke against the motion, noting its exclusion of complementary therapies.

CM Blum called the question.

Public comment:
Naomi Prochovnik spoke in favor of the motion, stating that substance abuse interferes with the capacity for housing and other services, and residential substance abuse treatment was the one effective treatment.

- Roll Call vote. The motion did not pass. See Attachment A, Column 10. (13/28 voted in favor).

CM Sanders made a motion to move Complementary therapy to #14, Case management #15, Money management #16, Residential Substance Abuse #17, Residential Mental Health #18, Detox #19.
CM Byers seconded the motion.

CM Simmons spoke against motion, stating that #14 was too high for complementary therapy.
CM Chung spoke in favor of the motion, stating that Complementary therapy did not take a big chunk of contract dollars.
CM Pugh spoke against the motion, noting its exclusion of Legal Immigration Assistance and Adult Day Healthcare.

CM Siron called the question.

Public comment on motion:
Naomi Prochovnik implored the Council not to prioritize Complementary therapy over money management.

- Roll Call Vote. The motion did not carry. See Attachment A, Column 11. (3/27 voted in favor)

CM DiCrocco made a motion to put Money Management at #14, Case management at #15.
The motion was seconded.

CM Perez spoke against the motion, stating it did not make sense to put money management over case management.
CM Allgaier spoke in favor of the motion, stating case management was part of COE's.

Public comment on this motion:
Patrick Monette Shaw stated that there was too much duplication of services.

- Roll Call Vote. The motion passed. See Attachment A, Column 12.(18/27 voted in favor).

CM Sallee made a motion to extend the meeting to 8:30pm.

The motion passed.

CM Allgaier made a motion to make Outpatient Substance Abuse #16, Residential Substance Abuse #17, Residential Mental Health #18.
CM Thomas seconded the motion.

CM Perez spoke against motion, stating that Legal Immigration Service and Complementary therapy should be ranked higher.

- Roll Call vote. The motion did not carry. See Attachment A, Column 13. (7/27 voted in favor)

CM Hume made a motion to move Integrated Case Management up to #16.
CM Siron seconded the motion.

CM Thomas spoke in favor of the motion, as the category had been previously defunded.
CM Perez spoke in favor of motion, noting that the absence of the service had devastated many people's health care systems, especially people of color.
CM Flood spoke in favor of the motion, as it supported the goal of severe need.

CM Simmons called the question.

Public Comment:
Mark Molinar from Shanti spoke in favor of the motion, as it demonstrated a commitment to people of color.

- Roll Call vote. The motion passed. See Attachment A, Column 14. (20/25 voted in favor).

CM DiCrocco made a motion to make Legal Immigration Services #17.
The motion was seconded.

CM Graham called the question.

Public comment:
A member of the public spoke against the motion, citing the de-prioritization of Residential Substance abuse and Mental health.

- Roll Call vote. The motion did not pass. See Attachment A, Column 15. (14/24)

CM DiCrocco made a motion to rank Complementary Therapy at #18.
The motion was seconded.

CM Graham called the question.

Public comment:
Naomi Prochovnik spoke against the motion, as bringing down Residential Mental Health in priority would severely impact clients.
Russ Zellers stated that Residential Mental Health was a last resort for clients with dimensia.

- Roll Call vote. The motion did not carry. See Attachment A, Column 16. (6/26 voted in favor)

CM Sallee made a motion to extend the meeting to 9pm.
The motion passed.

CM Simmons made a motion to put Residential Substance abuse at #17, Residential Mental health #18, Outpatient substance abuse #19, Complementary therapy #20, Legal immigration assistance #21, Detox #22, Adult day health #23.
CM Ortiz seconded the motion.

CM Simmons spoke in favor of the motions, as many clients start out in residential treatment programs.
CM Graham spoke against the motion, stating that complementary therapy was a first line intervention for substance abuse and mental health.

CM Siron called the question.

Public comment:
Patrick Monette Shaw implored the Council to reconsider its process.

- Roll Call vote. The motion did not pass. See Attachment A, Column 17. (16/25)

CM Thomas urged the Council generate a compromise motion.

CM Graham made a compromise motion to put Residential substance abuse at #17, Residential Mental Health at #18, Complementary therapy at #19, and Legal Immigration Assistance at #20.
CM DiCrocco seconded the motion.

CM Chung spoke against the motion, noting the low ranking of detox.

CM Antonetty proposed an amendment to the motion, which would make Legal Immigration Assistance #19, and Complementary therapy #20.
The amendment was seconded.

CM Perez called the question on the amendment.

- Roll Call vote. The amendment to the motion did not pass. See Attachment A, Column 18. (16/26 voted in favor).

CM Perez called the question on the original motion.

- Roll Call vote. The motion passed. See Attachment A, Column 19. (18/26 voted in favor).

CM Hume made a motion to put Detox at #21, Outpatient Substance Abuse at #22, and Adult Day Health at #23.
The motion was seconded.

- Roll Call vote. The motion passed. See Attachment A, Column 20. (22/25 voted in favor)

CM Byers announced that the Council must prioritize Council Support as a line item, as mandated by HRSA.

CM Byers made a motion to prioritize Council Support at #30.
The motion was seconded.

- The Council voted. The motion passed.

XIV. Allocation to Subcategories-VOTE
This item was not discussed.

Public Comment

XV. Funding Scenario Discussion - VOTE
This item was not discussed.

Public Comment

XIX. New Business
CM Sallee announced that the Council would discuss allocation at the September Council meeting.
Council co-chair nominations will be open until September 27.
CM Byers requested that for the next meeting, the full process be explained at the beginning of the meeting.

XX. The meeting adjourned at 9:00.

— San Francisco

HIV Health Services Planning Council

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September 27, 2004
4:30 PM - 7:30 PM

DRAFT AGENDA

09-22-04A9:14 RCVD

I. Call to Order **4:30 PM**

II. Roll Call **4:32 PM**

III. Review and Approval of Agenda **4:35 PM**

IV. Review and Approval of Minutes- August 30, 2004 **4:37 PM**

V. General Announcements **4:40 PM**

VI. Public Comment **4:45 PM**

VII. Meeting Introduction **4:55 PM**
Council Co-chairs
***Planning Committee Prioritization Topic**
The Co-chairs will review the Council by-laws section regarding voting, then review how Council Members direct their comments during meetings, and basic meeting principles.

Public Comment on this item

VIII. HIV Health Services Quarterly Report **5:00 PM**
Michelle Long Dixon, HIV Health Services
The HIV Health Services Quarterly report will be presented to the Council including information about the HRSA all Titles conference.

Public Comment on this item

IX. Co-chair Job Description- VOTE **5:20 PM**
Infrastructure & Policy Committee
The Council will vote to approve the Council Co-chair job description.

Public Comment on this item

X. Distribute Ballots for Council Co-chair -VOTE **5:23 PM**
Co-chairs

The Co-chairs will accept final nominations for Council Co-chair and then close the nominations. Ballots will be distributed to all Council members, to be turned in to Council Support at the dinner break.

Public Comment on this item

XI. Allocation to Subcategories-VOTE **5:28 PM**
***Planning Committee Prioritization Topic**
The Council will discuss the allocation of funds for each subcategory including attention to MAI dollars and the Council will vote to accept the allocations.

Public Comment on this item

XII. Dinner Break **6:15 PM**

XIII. Continue Allocation to Subcategories-VOTE **6:25 PM**
***Planning Committee Prioritization Topic**
The Council will continue to discuss the allocation of funds for each subcategory including attention to MAI dollars and the Council will vote to accept the allocations.

Public Comment on this item

XIV. New Council Co-chair Voting Results **7:23 PM**
The results of the Council Co-chair vote will be announced.

Public Comment on this item

XV. New Business/ Next Agenda **7:28 PM**
- *Funding Scenarios*

XVI. Adjourned **7:30 PM**

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HIV Health Services Planning Council

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September 27, 2004
4:30 PM - 7:30 PM

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I. Call to Order

II. Roll Call

III. Review and Approval of Agenda
The agenda was reviewed and approved.

IV. Review and Approval of Minutes- August 30, 2004
The minutes were reviewed and approved.

V. General Announcements
CM Pugh respectfully declined her nomination for Council co-chair.
CM Tanner apologized for his absence at meetings due to a injury following a stabbing.
CM Hume acknowledged the hard work of the Council Co-chairs this year.
CM Booker presented the guidelines for respectful engagement. See handout.

VI. Public Comment
Tom Nolan, Director of Project Open Hand, introduced himself to the Council.
Maureen Fiorelli, representing the Immune Enhancement Project, asked the Council to consider the importance of complementary therapies.
A member of the public spoke in support of acupuncture and complementary therapy.

VII. Meeting Introduction
Council Co-chairs
***Planning Committee Prioritization Topic**
CM Sallee reviewed the by-laws regarding voting and parliamentary procedure. See handout. If a Council member recused themselves from voting, due to conflict of interest, they will not be counted toward the total number of votes. If a Council member abstains from voting for reasons other than conflict of interest, they will be counted toward the total number of votes. CM Sallee encouraged Council members to vote, except in the case of a direct conflict of interest.

Public Comment on this item:
There was no public comment on this item.

VIII. HIV Health Services Quarterly Report
Michelle Long Dixon, HIV Health Services
Michelle Long Dixon presented the HIV Health Services Quarterly report.

CM Simmons asked about a final meeting regarding the changes in Reggie data collection, stating that many organizations do not have the money or staff to fulfill the mandated Reggie data.
Michelle Long Dixon stated that HRSA has been looking into the legal ramifications of redistributing rollover dollars. The San Francisco AIDS Office has stepped up on spending down the award money.

Brenda Walker presented the full report from the Office of Inspector General. See handouts.
Ms. Walker addressed questions regarding the OIG review for Baker Places.
CM Antonetty encouraged the Council to take a leadership role around housing.

Public Comment on this item
There was no public comment on this item.

IX. Co-chair Job Description- VOTE

Infrastructure & Policy Committee
CM Pugh presented the changes to the Co-Chair job-description.
CM Ortiz called the question.

- Roll Call Vote on calling the question. The motion was approved to call the question. See Attachment A, Column 2.

Vote on motion
- Roll Call Vote. The motion was approved. See Attachment A, Column 3.

Public Comment on this item
There was no public comment on this item.

X. Distribute Ballots for Council Co-chair -VOTE

Co-chairs
The Co-chairs accepted final nominations for Council Co-chair and then closed the nominations. The ballots were distributed to all Council members.
CM Thomas made a motion to close nominations.
The motion was approved.

Public Comment on this item

XI. Allocation to Subcategories-VOTE

***Planning Committee Prioritization Topic**
The Council discussed the allocation of funds for each subcategory including attention to MAI dollars.
CM Hume presented motions 1-4 from the Planning Committee.

Motion 1: To increase the base budget of Council Support by $54,734. (This would be the amount of the first budget proposed by Hywel Sims in May 2004.)

CM Durio spoke against the motion, stating that too much money would go into Council support.
CM Allgaier spoke in favor of the motion, stating that the Council could save money it spent on consultants by having its own training and evaluation coordinator, to help the Council make informed decisions that will benefit clients.

CM Hicks spoke in favor of the motion. Better information and training will allow the Council to make better use of less money. San Francisco spends less money on Council support than most other EMA's.
CM Siron called the question.

Public Comment on this motion:
Mike Smith spoke for the Council having increased Council support.

- Roll Call vote. The motion was passed. See Attachment A, Column 4. (19/24)

Motion 2: To allocate an additional $125,000 to Council Support in 2005-06 for the needs assessment. (The Council is mandated to complete a needs assessment every three years.)

CM Durio spoke against the motion, stating that is was too much money.
CM Pugh spoke in favor of the motion, point out that needs assessment is expensive.
CM Siron called the question.

- Roll Call vote. The motion was approved. See Attachment A, Column 5. (23/24)

Motion 3: To keep service categories 1-15 funded at the same level as this year. (The funding amounts are listed on the base budget.)

Russ Zellers stated that level funding reflects the current year's funding. $323K was the amount of money spent this year to close out programs.
CM DiCrocco asked could if the money could be used to refund the defunded categories.
CM Pugh called the question.

- Roll Call vote. The motion was approved. See Attachment A, Column 6. (24/24)

Motion 4: To take the $54,734 and $125,000 for Council Support out of the savings (unallocated) budget line.

CM Ortiz called the question.

- Roll Call vote. The motion was approved. See Attachment A, Column 7. (22/24)

CM Thomas presented motions 5-8, looking at specific services that had been previously defunded to ensure that those services remain available. The Council had worked with the AIDS Office to identify other funding sources to fund these services.

Motion 5: To look at all of the service categories, after category 15, with no funding ($0) to see if members were interested in funding those categories.

CM Pearce inquired about integrated case management.
CM Thomas responded that integrated case management responded specifically to a need in the monolingual Spanish communities.
Russ Zellers stated that the Council needed to specify which communities of color to fund, and added that using money from the Detox category would impact the ability to provide detox services to the HIV community.
CM Byers stated that with this motion all discussion of funding the lower subcategories would be eliminated.
CM Sanders asked if the eligibility criteria for COE's would be different than for those who receive integrated case management dollars.
CM Tanner made a motion to call question.

- Roll Call vote. The motion was approved. See Attachment A, Column 8. (22/24)

Motion 6: To only look at the following service categories for funding:
16. Integrated Case Management
19. Complementary Therapies
20. Legal/Immigration Assistance
22. Outpatient Substance Services

CM Pugh called the question.
CM Durio objected to calling the question.

- Roll Call vote on calling the question. The motion to call the question was approved. See Attachment A, Column 9. (22/24)

Vote on Motion 6:

- Roll Call vote. The vote passed. See Attachment A, Column 10. (22/24)

Motion 7: To reduce Detox (21) by $242,000; this represents the amount that was not requested for detox services in the last RFP.

- Roll Call vote. The vote passed. See Attachment A, Column 11. (22/22)

Motion 8: To add the detox reduction amount ($242,000) to the remaining unallocated amount for a total of $316,159 to fund Integrated Case Management (16), Complementary Therapies(19), and Legal/Immigration Assistance (20). Take the average dollar amount of these contracts funded last year and fund them at 2/3 of that level (provide 8 months of average contract costs, since these programs will be funded through the general fund until June 2005).

CM Pugh called the question.

- Roll Call vote. The vote passed. See Attachment A, Column 12. (23/23)

Motion 9: To include all remaining unallocated dollars ($69,841) into Outpatient Substance Services (22).

CM Siron called the question.

- Roll Call vote. The vote passed. See Attachment A, Column 13. (23/23)

CM Hume made a motion recommending that the Planning Committee come up with a recommendation for which communities of color Integrated Case Management should address and bring that recommendation back to the Council.

CM Sallee seconded the motion.
CM Durio asked why the full Council could not vote on this issue.
CM Thomas spoke against the motion.
CM Hume withdrew the motion.
CM Hume made a motion to target Integrated Case Management to mono-lingual Spanish speaking groups.

CM Ortiz called the question.

The Council voted to approve the motion by a show of hands.

Public Comment on this item

XII. Dinner Break

XIII. Continue Allocation to Subcategories-VOTE

***Planning Committee Prioritization Topic**

The Council finished its discussion of allocation to subcategories.

Public Comment on this item

XIV. New Council Co-chair Voting Results

The results of the Council Co-chair vote were announced.
CM Anita Booker, CM Randy Allgaier, and CM Charles Siron will be the new Council Co-Chairs.
CM Booker thanked CM Hume and CM Sallee for their work as Council Co-chairs.

Public Comment on this item
There was no public comment on this item.

XV. New Business/ Next Agenda

CM Sanders presented the new committee assignments from the Membership committee. See handout.
CM Byers asked that the funding scenarios be discussed at the November council meeting.
CM Allgaier thanked the co-chairs for their team leadership.
CM Pearce inquired if the HPPC – Prevention With Positives Committee would become a standing home committee on the Council.

XVI. The meeting adjourned at 6:50pm.

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DRAFT AGENDA

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I. Call to Order — **4:30 PM**

II. Roll Call — **4:32 PM**

III. Review and Approval of Agenda — **4:35 PM**

IV. Review and Approval of Minutes- September 27, 2004 — **4:37 PM**

V. General Announcements — **4:40 PM**

VI. Public Comment — **4:45 PM**

VII. Meeting Introduction — **4:55 PM**
Council Co-chairs
***Planning Committee Prioritization Topic**
The Co-chairs will review the Council by-laws section regarding voting, then review how Council Members direct their comments during meetings, and basic meeting principles.

Public Comment on this item

VIII. Funding Scenarios — **5:00 PM**
Council Co-chairs
***Planning Committee Prioritization Topic**
The Council will discuss and vote on the funding scenarios (these include decreased and increased funding). The Steering Committee will present motions for discussion and vote.

Public Comment on this item

IX. Dinner Break — **6:15 PM**

X. Budget for Inclusion with the 2005-2006 Grant Application- VOTE — **6:25 PM**
The Council will vote to approve the budget that the SFDPH, HIV Health Services will include with the San Francisco EMA Grant Application for fiscal year 2005-2006.

XI. Council Structure Evaluation Report **6:35 PM**

Randy Allgaier, Evaluation Committee

Co-chair Allgaier will present the results from the Council Structure Evaluation.

Public Comment on this item

XII. Council Strategic Work Plan Development **6:55 PM**

Council Co-chairs and Jack Newby, Planning Council Director

Mr. Newby will present the plan to develop a Council Strategic Work Plan.

Public Comment on this item

XIII. Open Nominations for Prevention with Positives Representatives **7:18 PM**

Council Co-chairs

The Council Co-chairs will open nominations for official Council representatives on the Prevention with Positives Committee. The Council will vote on nominations at the next Council meeting. The members nominated will report to back to the Council at the Community Outreach & Advocacy Committee.

XIV. December Council Meeting- VOTE **7:23 PM**

The Council will vote on whether or not to hold a December Council meeting (date scheduled December 27, 2004).

Public Comment on this item

XV. New Business/ Next Agenda **7:28 PM**

XVI. Adjourned **7:30 PM**

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I. Call to Order

II. Roll Call

III. Review and Approval of Agenda
The agenda was reviewed and approved.

IV. Review and Approval of Minutes- September 27, 2004
The minutes from the September 27, 2004 Council meeting were reviewed and approved.

V. General Announcements
CM Sparkie Spaeth reported that the Marin Planning Council had their second Council meeting. Members will be attending the SF Council meetings to familiarize themselves with the process. See CM Spaeth for more information on the Marin Planning Council.
CM Allgaier reminded Council members that only 2 committees had reached quorum this month, which is not sufficient attendance for committees to do their work.
CM Durio reminded Council members that there is an open seat on HOPWA Loan Committee that the Council needs to fill. If interested, contact CM Durio or Leah Crask.

VI. Public Comment
Patrick Monette Shaw stated that the announcements regarding meetings did not go out properly. He urged Council members to support the LHH, and to visit the website: www.stoplhhdownsize.com.
Dorothy Klefner stated that in Marin County, she cannot attend a support group, unless she is in full-time case management.
Raymond Banks read the following letter from Oshun Center to the Planning Council:

> Unfortunately we at the Oshun Center are unable to be with you today, however we did want our comments to be heard.
>
> As we already know, Black Women with HIV have great difficulty accessing health care. If we make access easier, such as having clinicians that are culturally competent and culturally sensitive available to our women, perhaps we would have more women accessing services and being provided a better standard of living, as well as being able to make informed decisions. Furthermore, Black Women need to become empowered in regards to health education, not just have certain fragments of information thrown at them. A more comprehensive and cohesive approach is needed using African American mentors, peers, and instructors.

VII. Meeting Introduction
Council Co-chairs
***Planning Committee Prioritization Topic**

The Co-chairs reviewed the Council by-laws section regarding voting, as well as basic meeting principles.

Public Comment on this item
There was no public comment on this item.

VIII. Funding Scenarios

Council Co-chairs
***Planning Committee Prioritization Topic**

The Council discussed the funding scenario proposals. See handout.
CM Allgaier reviewed some of the principles behind this proposal:
All categories share cuts; refunded categories get the largest cut; categories may be eliminated from the bottom up; COE's are not held harmless.
The following are not included in the calculations for these funding scenarios: San Mateo and Marin counties, DPH, or MAI.

CM Thomas presented an algorithm for the reduced funding scenarios.
See handout.

The Steering Committee presented motions for discussion.

Motion 1 (please see attached budget):

Decreased funding

In the case of a 5 % cut, Center's of Excellence (COE's) would be cut by 2.5%, everything else would be cut by 5%, except for the categories that have been refunded. Those categories would absorb a 10% cut, and category 22 (Outpatient Substance Abuse) would be eliminated.

In the case of a 10% cut, COE's would be cut by 5%, everything else would be cut by 10%, except for the categories that have been refunded. Those categories would absorb a 15% cut, and categories 22,20,19, would be eliminated.
See handout.

CM Pugh asked for a definition of main service categories.
CM Thomas responded that main service categories were not COE categories and not refunded service categories.
CM Ortiz stated his discomfort with losing categories, after such an arduous prioritization process to preserve categories.
CM DiCrocco agreed with CM Ortiz, as defunding categories creates a disruption for clients and agencies.
CM DiCrocco proposed a motion to amend Motion 1, which would cut numerically from the bottom, rather than go by refunded categories (e.g. 22, 21, 20).
CM Allgaier responded that Category 21 was not a cut and refunded category.
The motion was not seconded.

CM Durio asked why category 22 would be eliminated rather than reduced.
CM Allgaier responded that it would not add up to enough money.
CM Allgaier stated that Motion one did not include the algorithm/principles handout.

Public Comment on this item

Patrick Monette Shaw stated that that the discussion of principles did not include the ethics discussion led by the Council's consultant during prioritization.

- Roll Call Vote. The motion did not pass. See Attachment A, Column 2. 10/17.

CM Thomas proposed an alternate motion.

Motion 2

Motion to use the algorithm funding scenarios (see handout), but to not eliminate categories, and reduce only by percentages (Cross out 2d, 3g, 4g on handout).

The motion was seconded.

CM Allgaier spoke against the motion, stating that categories would be eliminated because they would be decreased by too much of a percentage. Category elimination is inevitable in the event of a cut.

CM Pugh spoke against the motion, stating that service programs prioritized at a higher level will also be hurt if the Council does not defund some of the less prioritized services.

Russ Zellers (HIV Health Services) stated that the categories had been refunded by taking the average cost of previous programs. If too much is cut, it would not be possible to distribute funds.

CM Booker spoke against the motion because it would hurt COE's.

CM DiCrocco spoke in favor of the motion, stating it was easier to ask service providers to run a program with less money, rather than to cut it altogether.

CM Sallee spoke against motion, stating that is was easier for providers to plan for if they knew their programs might be cut.

CM Durio stated that if the Council eliminate categories, it should use the priority order.

CM Hicks spoke against the motion, stating that proporitional cuts weakens the whole system. The group should follow its priority order.

Public Comment on this item

Mike Smith observed that the Council was equally split between the first and second motions, and warned against continuing that process.

Patrick Monette Shaw stated that there was not enough discussion about the number of clients who would be affected.

- Roll Call vote. The motion did not pass. 11/17. See Attachment A, Column 3.

CM Sallee proposed a motion.

Motion 3

Motion to continue to maintain same cap on percentage cuts (according to algorithm) which would remain the same in terms of how it would affect all categories (COE's, main categories, and refunded categories). But in the case of elimination of service categories, 2d, 3g of the algorithm funding scenario (see handout) would start in priority order, from the bottom up.

The motion was seconded.

- Roll Call vote. The motion passed. (17/17 in favor) See Attachment A, Column 4.

Motion 4

INCREASED FUNDING SCENARIO

Any funding increase would give a proportional increase to every service category, except for COE's, which would receive no proportion of the increase.

- Roll Call vote. The motion passed. See Attachment A, Column 5.

X. Budget for Inclusion with the 2005-2006 Grant Application- VOTE

Robert Whirry, the grantwriter for HIV Health Services presented the budget to be included in the 2005-2006 HRSA grant application.
A motion was made to approve the budget for the HRSA grant application.

Motion to approve an 18% increase to the Council's overall budget to be applied to all service subcategories across the board. Any changes would affect all categories proportionally.

The motion was seconded.

Public Comment on this item
Patrick Monette Shaw stated that COE's needed to be included in any proportional increase.

- Roll Call vote. The motion was approved. See Attachment A, Column 5.

XI. Council Structure Evaluation Report

Randy Allgaier, Evaluation Committee

CM Allgaier presented the results from the Council Structure Evaluation.
CM Hicks stated that the survey does not reflect the hard work of all the volunteers on the Council.
CM Durio objected to an implication he felt came from Section 2, Recommendation 7 regarding commitment and attendance, which stated that those Council members who did not respond to the survey were less committed to the work of the Council. CM Durio stated this implied that since only 1 African American Council member responded, it showed less of a commitment to the work of the Council from African American members, which was inaccurate.
CM Allgaier responded that the statement was made only about those who did respond, not about those who did not respond.

Public Comment on this item
Raymond banks recommended that the Council have a better structure for public input.

XII. Council Strategic Work Plan Development

Council Co-chairs and Jack Newby, Planning Council Director

Jack Newby presented the plan to develop a Council Strategic Work Plan.
CM Allgaier commended Mr. Newby on his hard work.

Public Comment on this item
Raymond Banks observed that he felt the behavior of the Council was inconsistent with its legislative requirements, regarding recruitment and training.

IX. Dinner Break

XIII. Open Nominations for Prevention with Positives Representatives

Council Co-chairs

The Council Co-chairs opened nominations for official Council representatives on the Prevention with Positives Committee. The members nominated will report to back to the Council at the Community Outreach & Advocacy Committee.

CM Thomas nominated CM Pearce.
CM Booker nominated CM Blum.
CM Sallee nominated CM Siron.
CM Durio nominated CM McMurray.
CM Allgaier stated that the Council will proceed with its responsibilities for nominations and then check with Prevention about further responsibilities on their end, and report back at the next Council meeting.
Nominations are open until the next Council meeting.

XIV. December Council Meeting- VOTE

CM Pugh made a motion that the Planing Council not hold a meeting on December 27th, 2004.
The council voted. The motion was passed.

Public Comment on this item

XV. New Business/ Next Agenda

CM Thomas proposed to update the Council on the CARE Act at the federal level, and the status of the re-authorization of the CARE act.
CM DiCrocco encouraged Council members to write letters to Senators Spector and Tarkin regarding fully funding ADAP.
CM Sallee recommended that Jeff Sheehy, the new HIV/AIDS Policy Advisor for the Mayor, should introduce himself to the Council.
CM McMurray voiced concern about the lack of quorum at committee meetings and the problems with electing co-chairs.
CM Booker requested a date be set for the Steering Committee retreat as soon as possible so that people can plan ahead.
CM Blum stated that Prevention With Positives would present a slide presentation to the Council at the next meeting.
CM Durio requested a discussion to evaluate the prioritization process.

Public Comment on this item
Patrick Monette Shaw stated that Jeff Sheehy should be actively involved in the prioritization process.

XVI. The meeting adjourned at 6:55PM

HIV Health Services Planning Council

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City Hall, Mayor's Conference Room (Rm. 201)
1 Dr. Carlton B. Goodlett Place

November 22, 2004
4:30 PM - 7:30 PM

DRAFT AGENDA

I. Call to Order **4:30 PM**

II. Roll Call **4:32 PM**

III. Review and Approval of Agenda **4:35 PM**

IV. Review and Approval of Minutes- October 25, 2004 **4:37 PM**

V. General Announcements **4:40 PM**

- **Bylaws Change Vote Notification**
  Vote to occur at the January 24, 2005 HIV Health Services Planning Council meeting.
  The HIV Health Services Planning Council is required to provide 30 days notice of a vote that results in changes to the Council's written Bylaws. The changes to the Bylaws the Planning Council will consider may be viewed on the following attachment of the Council's Bylaws. The Council intends to discuss and vote on the changes at the January 24, 2005 HIV Health Services Planning Council meeting.

VI. Public Comment **4:45 PM**

VII. Introduction of HIV/AIDS Policy Advisor to the Mayor **4:55 PM**
Jeff Sheehy, HIV/AIDS Policy Advisor to the Mayor
Mr. Sheehy will introduce himself to the Council and present a request from the Mayor's Office.

Public Comment on this item

VIII. Robert's Rules of Order Training **5:00 PM**
Travis Barrick, JD, MPA, PRP
Prioritization Activity
Basic training session for Council members in parliamentary procedure: motions, amendments, voting, debate, etc.

Public Comment on this item

IX. Prevention with Positives Committee Presentation **5:25 PM**

Representatives from the HIV Prevention Planning Council, Prevention with Positives Committee

A New Slice of Prevention-a presentation of guiding principles for prevention with positives programs in San Francisco.

X. Dinner Break **5:50 PM**

XI. Unobligated Funds- VOTE **6:00 PM**

Infrastructure & Policy Committee, Charles Siron

The Council will vote on the following motions regarding the unobligated funds:

Motion 1: If unobligated funds become available, $238K will go for vouchers to be distributed only to CARE-funded agencies.

Motion 2: Any remaining money will go to Direct Emergency Financial Assistance.

XII. CARE Act Reauthorization Update/ Discussion **6:10 PM**

Laura Thomas and Lara Sallee

CMs Thomas & Sallee will present an update on the CARE Act reauthorization and discuss current concerns.

Public Comment on this item

XIII. CAEAR Coalition -VOTE **7:15 PM**

Council Co-Chairs

The Council will vote to accept a sponsor for the Council's CAEAR Coalition memberships and vote on the CAEAR Council representatives from the Council.

Public Comment on this item

XIV. HOPWA Loan Committee Seat -VOTE **7:20 PM**

Community Outreach & Advocacy Committee

The Community Outreach & Advocacy Committee forwards a recommendation to appoint Council Member Wilfredo Ortiz to the Council's second HOPWA (Housing Opportunities for People Living with AIDS) Loan Committee seat.

Public Comment on this item

XV. Close Nominations for Prevention with Positives Representatives- VOTE **7:22 PM**

Council Co-chairs

The Council Co-chairs will close nominations for official Council representatives on the Prevention with Positives Committee. The Council will vote on nominations. The members nominated will report to back to the Council at the Community Outreach & Advocacy Committee.

XVI. Thank You to Council Members **7:25 PM**

Jack Newby, Director of Council Support

Jack Newby will present Council Members with certificates of appreciation for volunteering to serve on the Council.

Public Comment on this item

XVII. New Business/ Next Agenda **7:28 PM**

XVIII. Adjourned **7:30 PM**

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730 Polk Street San Francisco, CA 94109
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San Francisco Department of Public Health, AIDS Office
25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

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HIV Health Services Planning Council

City Hall, Mayor's Conference Room (Rm. 201)
1 Dr. Carlton B. Goodlett Place

November 22, 2004
4:30 PM - 7:30 PM

DRAFT MINUTES

I. Call to Order

II. Roll Call

III. Review and Approval of Agenda
CM Booker announced that Jeff Sheehy may not be able to attend the meeting for his agenda item.
The agenda was reviewed and approved.

IV. Review and Approval of Minutes- October 25, 2004
CM Byers requested that his absence (A) in the roll call be changed to excused (E).
With these changes the minutes were approved.

V. General Announcements

- **Bylaws Change Vote Notification**
  Vote to occur at the January 24, 2005 HIV Health Services Planning Council meeting.
  The HIV Health Services Planning Council is required to provide 30 days notice of a vote that results in changes to the Council's written Bylaws. The changes to the Bylaws the Planning Council will consider may be viewed on the following attachment of the Council's Bylaws. The Council intends to discuss and vote on the changes at the January 24, 2005 HIV Health Services Planning Council meeting.

CM Booker noticed the bylaws change to be voted on at the January Council meeting.
CM Allgaier announced that Jack Newby's mother had passed away and he will be out of the office until after Thanksgiving.
CM Allgaier stated that the evaluation of the prioritization process was due on December 22nd and encouraged Council members to fill one out.
CM Sanders announced that he will be moving to Palm Beach County Florida and this will be his last meeting.
CM Tanner stated that he had gone to speak at Bayview Hunter's Point Community Center about HIV/AIDS safe sex, and stated that education outreach efforts are needed in that area.

VI. Public Comment
Sally Liska, Director of the DPH Lab, thanked the Council for directing funding for HIV viral load testing (therapeutic monitoring), which had also helped in restoring state funding for testing.
Patrick Monette Shaw stated that the Council should not ignore Jeff Sheehy's failure to attend the Council's prioritization meetings.
Bill Hirsch from the ALRP announced that the Board of Supervisors will hold a hearing on December 2nd at 10am and encouraged people to attend.
CM Geanuracos stated that the UCSF project, Connect to Protect, was starting on a 6-year process of looking at influences/risk factors of HIV. (goal to mobilize community, had first meeting of community providers, 12 agencies from east bay and sf)

VII. Introduction of HIV/AIDS Policy Advisor to the Mayor
Jeff Sheehy, HIV/AIDS Policy Advisor to the Mayor
Mr. Sheehy did not attend this meeting.

Public Comment on this item
There was no public comment on this item.

VIII. Robert's Rules of Order Training
Travis Barrick, JD, MPA, PRP
Prioritization Activity
Travis Barrick presented a basic training session for Council members in parliamentary procedure on motions, amendments, voting, debate, etc.

Public Comment on this item
There was no public comment on this item.

IX. Prevention with Positives Committee Presentation
Representatives from the HIV Prevention Planning Council, Prevention with Positives Committee presented "A New Slice of Prevention," a presentation of guiding principles for Prevention With Positives programs in San Francisco.

Public Comment on this item
There was no public comment on this item.

X. Dinner Break

XI. Unobligated Funds- VOTE
Infrastructure & Policy Committee, Charles Siron

The Council discussed the following motions from Steering regarding the unobligated funds:

Motion 1: If unobligated funds become available, $238K will go for vouchers to be distributed only to CARE-funded agencies.

CM Pearce asked for the reasoning behind these motions.
CM Allgaier responded that the amounts were still unknown and the funds needed to be spent quickly, by February 28, 2005. The vouchers would also be useful later on for COE's.
CM Thomas added that the motions were phrased as "first" amounts of money, because the amounts are unknown, which makes it difficult to put back into services.
CM Tanner spoke in favor of the motions.

Public Comment on this item:
Patrick Monette Shaw expressed concern that the council is voting on unobligated funds without knowing the dollar amount.
Bill Hirsch encouraged the Council to help with the continuity of services.
Raymond Banks stated that vouchers were useful for people in need to help adhere to treatment.

- Roll call vote on motion 1. See Attachment A, Column 2. The motion passed.

Motion 2: Any remaining money will go to Direct Emergency Financial Assistance.

CM Pearce stated that by voting on directives to the AIDS Office without knowing amounts, the Council could be liable if there was a lot of unobligated leftover.
Russ Zellers stated that the money comes from funds pulled back from contracts, but it is unknown because the AIDS Office sometimes gets billed at the end of the fiscal year. They do not expect it to be a large amount.
CM Allgaier noted that the second motion came out of Steering and the vouchers had been voted for over money for therapeutic monitoring.
CM Byers spoke in favor of the motion, stating that this was part of an annual process and that the AIDS Office is not responsible for the timeliness of billing from providers.
CM Pugh asked if information was available from Reggie.
Russ Zellers responded that fiscal expenditures cannot be projected from units of services. Invoices are more accurate. Providers also have the opportunity to request to re-allocate those dollars.
CM Pugh encouraged the Council to look at other contractors who might need funds.
CM Tanner stated that emergency funds help consumers.
CM Antonetty reminded the Council that emergency funds are used to pay directly needs such as rent, food, and bills to help clients.
CM Byers stated that San Francisco's process for distributing these funds was less political, and cited the process in other jurisdictions, where the AIDS Office weighs arguments for which service category presents the most compelling case to get the funds.

Public comment on this item:
Patrick Monette Shaw stated that services could be saved and recommended that the Council implement a mid-year review process.

- Roll Call Vote. See Attachment A, Column 3. The motion passed.

XII. CARE Act Reauthorization Update/ Discussion
Laura Thomas and Lara Sallee
CM Thomas & CM Sallee presented an update on the CARE Act reauthorization and discussed current concerns.

Public Comment on this item

XIII. CAEAR Coalition -VOTE
Council Co-Chairs
The Council voted in favor of accepting the SF AIDS Foundation as a sponsor for the Council's CAEAR Coalition memberships.
The Council voted in favor of having the 3 Council Co-chairs (rotating) and the Director of Council Support as representatives from the Planning Council on the CAEAR Council.

Public Comment on this item
There was no public comment on this item.

XIV. HOPWA Loan Committee Seat -VOTE
Community Outreach & Advocacy Committee
The Council voted in favor of appointing Council Member Wilfredo Ortiz to the Council's second HOPWA (Housing Opportunities for People Living with AIDS) Loan Committee seat.

Public Comment on this item
There was no public comment on this item.

XV. Close Nominations for Prevention with Positives Representatives- VOTE
Council Co-chairs

The Council voted to appoint Council Members William Blum, Ken Pearce, and Joe McMurray as official Council representatives on the Prevention with Positives Committee.
The members nominated will report to back to the Council at the Community Outreach & Advocacy Committee meetings.

CM McMurray spoke for CM when he stated that it was a lot to ask Prevention With Positive Committee members to attend and report to the Community Outreach committee, especially since it did not count towards membership attendance.
CM McMurray will report to the Community Outreach committee, as he is co-chair of that committee.

XVI. Thank You to Council Members
Jack Newby, Director of Council Support

CM Allgaier presented Council Members with certificates of appreciation for volunteering to serve on the Council.

Public Comment on this item
There was no public comment on this item

XVII. New Business/ Next Agenda

XVIII. Adjourned 7:30.

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HIV Health Services Planning Council

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25 Van Ness, Room 330A

January 24, 2005
4:30 PM - 7:30 PM

DRAFT AGENDA

I.	**Call to Order**	**4:30 PM**
II.	**Roll Call**	**4:32 PM**
III.	**Review and Approval of Agenda**	**4:35 PM**
IV.	**Review and Approval of Minutes- November 22, 2004**	**4:37 PM**
V.	**General Announcements** *-The next AIDS Partnership California Meeting information.*	**4:40 PM**
VI.	**Public Comment**	**4:45 PM**
VII.	**By-Laws Change-VOTE** *The Council will vote to approve changes to the By-laws after a 30 day notice. The changes were noticed at the November 22, 2004 Council meeting.* *Public Comment on this item*	**4:55 PM**
VIII.	**Change Council Meeting Date -VOTE** *The Council will vote to change the regularly scheduled full Council meeting date to the fourth Tuesday of the month from 4:30-7:30 p.m.* *Public Comment on this item*	**5:00 PM**
IX.	**Report from San Mateo County** **Mary Jane Wood, Ph.D., AIDS Program Director, San Mateo County** **Consumers from San Mateo County** *Presentation of the epidemiological data, prioritization and allocation process including the function of a community planning group, soliciting consumer input, and any current needs assessment process in San Mateo County.* *Public Comment on this item*	**5:05 PM**
X.	**Feedback from San Mateo County Consumers** *The Council will hear feedback from Consumers of HIV/AIDS Services in San Mateo County.*	**5:25 PM**

Public Comment on this item

XI. Report from Marin County **5:35 PM**

Sparkie Spaeth, Community Health & Prevention Services Manager
Marin County Department of Health & Human Services
Presentation of the epidemiological data, prioritization and allocation process including the function of a community planning group, soliciting consumer input, and any current needs assessment process in San Mateo County.

Public Comment on this item

XII. Feedback from Marin County Consumers **5:55 PM**

The Council will hear feedback from Consumers of HIV/AIDS Services in Marin County.

Public Comment on this item

XIII. Dinner Break **6:05 PM**

XIV. HIV Health Services Quarterly Report **6:15 PM**

Michelle Long Dixon, HIV Health Services
The HIV Health Services Quarterly report will be presented to the Council.

Public Comment on this item

XV. Final CARE Budget Approval-VOTE **6:25 PM**

Russ Zellers, HIV Health Services
Russ Zellers will present the final CARE budget for the Council's vote of approval.

Public Comment on this item

XVI. Grantee Assessment Presentation Report **6:30 PM**

Pat Dunn, Grantee Assessment Consultant
Pat Dunn will present the results of the Grantee Assessment to the Council and then discuss the process and results with the Council.

Public Comment on this item

XVII. Prioritization Process Calendar- VOTE **6:55 PM**

Planning Committee
The Planning Committee will present the prioritization process calendar for 2006-07 prioritization process and the Council will vote to approve the proposed process.

Public Comment on this item

XVIII. Presentation of Council Integrated Work Plan **7:20 PM**

Jack Newby, Planning Council Director
Jack Newby will present the Council's Integrated Work Plan for 2005. The Council will vote to approve the work plan as a working/changing document.

Public Comment on this item

XIX. Membership- VOTE 7:25 PM

Membership Committee

The Committee also would like to recommend two new Council Membership Candidates for appointment to the Council:

- *Raymond Banks*
- *Dorothy Kleffner*

XX. New Business/ Next Agenda 7:28 PM

XXI. Adjourned 7:30 PM

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HIV Health Services Planning Council

25 Van Ness, Room 330A

January 24, 2005
4:30 PM - 7:30 PM

DRAFT MINUTES

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I. Call to Order

II. Roll Call

A quorum was present after roll call. See Attachment A, Column 1.

III. Review and Approval of Agenda

Jack Newby informed Council of the removal of Russ Zellers CARE budget presentation from agenda. CM Durio inquired as to why this item was removed. Leah Crask indicated that presentation would not be complete until February. The agenda was reviewed and approved.

IV. Review and Approval of Minutes- November 22, 2004

Council reviewed minutes. CM Thomas moved for minutes to be approved. Minutes approved without objection.

V. General Announcements

CM Thomas made an announcement regarding the AIDS Partnership California Meeting advocacy and community organizing conference for March 14 and 15 and updated Council regarding attendance issues and invitation for Planning Council members and requirements for attendance based upon discussions at previous Steering Committee meeting. CM Thomas had second announcement regarding fundraising event for WORLD on March 3 and has invitations for interested parties.

CM Allgaier acknowledged the current meeting room not ideal, and suggested attendees step out as needed. CM Allgaier discussed recent *Chronicle* article about CARE award and outdated information contained therein. CM Allgaiers indicated that he and co-chairs are working on Op-Ed piece on CARE reauthorization for *Chronicle* and possibly the *B.A.R.*

Jimmy Loyce, Director of AIDS Office announced deficit figures for fiscal year '06 and DPH portion of $13 million. He mentioned a Feb. 15 meeting on the budget from Mayor's office will inform Council in advance about the AIDS Office portion of the budget cut. Mr. Loyce also thanked CM Allgaiers and other Council Members regarding the reauthorization piece for the *Chronicle* and *B.A.R.*

VI. Public Comment

Veronika Cauley commented on an article written about Baker Places in the *B.A.R.* and complained that the CARE Council people "don't get it" regarding the issue of transgender people. Ms. Cauley indicated that the transgender community is overlooked for funding on a regular basis and that agencies do not hire transgender people with skills. Ms. Cauley implied that program money is being used inappropriately and that the Council needs to look at the accountability of these organizations and why they do not have transgender people in charge of transgender services. She commented in detail regarding services and how transgender clients are represented and used negatively rather than in a positive way. She emphasized that the Council should ensure that transgender people be hired and used and suggested holding back funds for those agencies that do not hire transgender people, specifically Baker Places. She believes rollover dollars be given to St. James Infirmary for Sexual Occupational Health Clinic. She congratulated CM Kanios on efforts but indicated that CM Kanios should not have to do this work single-handedly. A copy of the letter/article referenced by Ms. Cauley is on file at Council Offices.

Patrick Monette-Shaw discussed the *B.A.R.* article and issues with the Mayor's new AIDS Czar presumably snubbing the Council. Mr. Monette-Shaw suggested that the Council needs to understand how the consensus meeting is held and take control and not let the AIDS Czar or Mayor's office

determine how the meeting is held, so that grant applications more accurately reflect the scope of the epidemic in San Francisco. He advised the Council that he will be watching to ensure they take a lead role in this process. He expressed concern about comments made by Dr. Katz in the *Chonicle* article mentioned earlier.

No other public comment.

VII. By-Laws Change-VOTE

CM Allgaier discussed changes in the Council by-laws specifically regarding the clause on absences from meetings mentioned in Article VI, Sections 3 and 4. Other changes were indicated for Article IX, adding the clause "its Director". CM Allgaier opened the matter for discussion and questions.

Public Comment on this item

There was no public comment on this item.

Roll call vote recorded all "YES" votes from those present. See Attachment A, Column 2.

VIII. Change Council Meeting Date -VOTE

CM Allgaier informed Council regarding change of meeting space due to Mayor's office needing the room. City Supervisor Bevin Duffy's office has been looking into meeting at the SF Public Library, but that space is only allowed to be used once per year. CM Allgaier provided updates on the ongoing search for alternative meeting spaces, in lieu of changing the meeting date. It was decided that there would not be a vote on the change of date.

Public Comment on this item

There was no public comment on this item.

IX. Report from San Mateo County
Mary Jane Wood, Ph.D., AIDS Program Director, San Mateo County
Consumers from San Mateo County

Mary Jane Wood presented information to Council members and the public regarding the San Mateo County AIDS Program. Please refer to the meeting handouts or audio recording for more information.

Following the presentation, several Council Members addressed questions to Ms. Wood for clarification. CM Thomas thanked Ms. Wood for her presentation and recommended visits to San Mateo to tour services and that other Council Members should investigate first-hand. Ms. Wood indicated that invitations to participate on monitoring committees have been offered to members of Council. Considerable applause and thanks for presentation.

Public Comment on this item

There was no public comment on this item.

X. Feedback from San Mateo County Consumers

There was no feedback from San Mateo County consumers.

Public Comment on this item

There was no public comment on this item.

XI. Report from Marin County
Sparkie Spaeth, Community Health & Prevention Services Manager
Marin County Department of Health & Human Services

Sparkie Spaeth presented information to the Council regarding the state of affairs in Marin County with regard to HIV/AIDS. Following the presentations, several Council Members addressed questions to Ms. Spaeth for clarification. Please refer to the meeting handouts or audio recording for more information.

Public Comment on this item.

CM Allgaiers asked for public comment.

Veronika Cauley indicated that a mandate from the AIDS Office requires the inclusion of transgender data and must break down data by gender including transgender.

Other public comment suggested that the Council should advocate responsibility to direct DPH to set the level of funding categories, offering guidance with Council input.

XII. Feedback from Marin County Consumers

Will Carter, consumer, stated that he disagreed with most of the presentation regarding Marin County. Discussed problems in Marin Co. specifically the chart 03-04 prioritization grid on page 9, and the chart on Page 3, and questioned the spending decisions made with money awarded to Marin County by the Planning Council. Mr. Carter suggested that the low rate of minorities (African American and Hispanic) residents in Marin County reflects the level of services. He concluded his statement by asking the Planning Council to codify its relationship with Marin County.

Dorothy Kleffner stated that the Council will vote on her membership later in this meeting. She emphasized the issues of isolation and lack of community in Marin County and reported that services are not client-centered; indicating that some clients get many services while others get none. Kleffner commented that people with AIDS do not have a voice in the process in Marin Co. and said HHS is the deciding body. She stated that Marin County was promised Title I funds and implied discrepancy in allocation of these funds. Ms. Kleffner suggested a lack of a legal process in Marin, and would like to demand that one be created.

Mark expressed surprise that the Marin Advisory Board was not set up for Title I. He reported frustration with too much case management and the inability to access services without a case manager. He expressed being upset with the way services are delivered in Marin County and indicated no dialogue, and nothing being done to heal problems. He considered this meeting an eye opener for him. He also reported that people are isolated in Marin County because nothing exists to bring them together and expressed general disappointment with the situation.

CM Siron asked to extend the meeting to 7:45 due to running late.
Everyone was in agreement.

CM Sallee asked if grantee assessments been done in San Mateo or Marin counties. San Mateo representative Mary Jane Wood stated that reviews of programs had been done but that is contract monitoring.
CM Byers identified one grantee for the Council and that they are only asked to get the money out quickly, reinforced that Marin Co. has a Title II consortium planning group. The San Francisco Planning Council represents the entire EMA, and Marin and San Mateo look very different in demographics and services, and they are allowed to do what they need to do in their counties to address their specific issues. Counties should take priorities and take funding based on those priorities, and should not mirror the services of San Francisco. He stated that there is only one Title I Council in the EMA.
CM Thomas reiterated comments of CM Byers and stated that the Council supports local decision-making in San Mateo and Marin counties, because what works in one may not work in the other. CM Thomas suggested that the Council take responsibility for knowing the needs for the entire EMA and setting allocations appropriately. CM Thomas concluded by stating that the year-end decisions need to reflect the entire EMA, not just San Francisco County, and emphasized the importance of significant input from the other counties.
CM Allgaier indicated that prior discussions agreed that this is an EMA-wide process and the need for a committee to oversee County activities to monitor.
CM Allgaier made a motion that the Planning Council take on the activity of monitoring the needs of the other counties, since the Council is the responsible body. He suggested that the Steering Committee oversee the prioritization allocation process in San Mateo and Marin counties.
CM Thomas seconded. Opened up for discussion.

Council members discussed the need to address the problems that had surfaced, but agreed that more thought needed to be given before voting on the matter. Due to the vagueness of the motion, several council members were not in favor of the motion, and indicated that such a motion was premature.
CM Allgaiers reiterated that no decisions was being made at this time, only an agreement that the Council needs a mechanism to deal with these issues, and indicated the motion was not meant to do anything other than have discussion with counties.
CM Byers offered comment regarding his experience working with multi-county EMA's and the requirements often imposed by HRSA. CM Antonetty suggested that other committees discuss the issue and acknowledged the urgency.
CM Allgaier withdrew the motion with agreement from CM Thomas who seconded.
Michelle Long Dixon reported on meetings with San Mateo and Marin counties and asked for clarification on actions to be taken next.
CM Allgaier encapsulated comments that Council needs to have accountability for all three counties and what that looks like. He indicated that the Steering Committee will discuss this at their next meeting and come back to Full Council with recommendations.
Marin County representative Sparkie Spaeth stated that she welcomes cooperation and suggestions from the Council.

Public Comment on this item
Patrick Monette Shaw offered to work with Will Carter to offer input into multi-county EMA issues.
Mary Jane Wood from San Mateo County encouraged caution and to avoid a knee jerk reaction with the issue. She indicated few problems in San Mateo County and her intention to protect that, suggesting that Council members visit to review in person.

Public Comment on this item
Dorothy Kleffner indicated that one of the first things she would like to do as a new Council Member is to look at various EMA structures around the country, and asked if anyone had information on this.

CM Siron announced a ten-minute dinner break.

XIII. Dinner Break

Yum yum ☺

XIV. HIV Health Services Quarterly Report
Michelle Long Dixon, HIV Health Services

Michelle Dixon of HIV Health Services presented information on the HIV Health Services 3rd Quarterly report and provided a handout with protocols and monitoring process. She indicated the desire to have the process expedited and not to drag on, from the time agencies turn in protocol responses. Ms. Dixon distributed newly bound copies of Title I Application for the EMA. After her presentation, she asked for questions and comments. CM Durio asked non-site specific Centers of Excellence and when they will go out. Michelle reported that will go out soon and reported Bayview and others will go out within a month. Ms. Dixon indicated that only outpatient mental health is the only category left over and that will go out after the Centers of Excellence solicitation.

Public Comment on this item
There was no public comment on this item.

XVI. Grantee Assessment Presentation Report
Pat Dunn, Grantee Assessment Consultant
Pat Dunn presented information on Grantee Assessment. Refer to meeting handouts and audio recording for more information. Council members and Ms. Dunn briefly discussed specifics.

Public Comment on this item

Due to time constraints, CM Siron asked the public to direct other questions to staff or call DPH.

Patrick Monette-Shaw commented on neglecting constituents.

CM Siron indicated that due to time constraints there would be an adjustment to the agenda, and asked for a consensus to table the Prioritization Calendar and the Work Plan presentation. A show of hands were in favor of tabling the issues mentioned. A few hands were in favor of staying until 8 pm to complete the issues. CM Thomas suggested the Council agree on the days listed for meetings in the prioritization process calendar agenda item.

XVII. Prioritization Process Calendar- VOTE
CM Thomas asked for approval to have two meetings in July and a two-day final decision meeting in August. Discussion ensued with some Council Members in support of the dates and others implied that required attendance at additional meetings is unfair.
CM Durio spoke against the motion and called the question.
CM Thomas reiterated the July and August meetings issue being 2nd and 4th Mondays in July and a two-day summit in August with flexible dates.
The matter was put to vote by hand. In favor: 21; All opposed: 3; The ayes have it.

There was no public comment on this item.

XVIII. Presentation of Council Integrated Work Plan
Jack Newby, Planning Council Director

By earlier discussion, this item was tabled for discussion at the next Council Meeting.

XIX. Membership- VOTE
Membership Committee

CM Rodriguez presented new candidates for council membership. CM Rodriquez discussed qualifications of Raymond Banks and history of candidate's participation in previous Council meetings. CM Rodriquez presented Dorothy Kleffner and discussed her qualifications and history of candidate's activity and participation in Marin County.
CM Siron asked for vote by hand to approve the candidates' membership on the Council. All were in favor by show of hands. None were opposed.

XX. New Business/ Next Agenda
CM Siron advised Council Members that the next meeting is scheduled for February 28th. Members will be notified as to the location of the meeting.

XXI. Adjourned
The meeting adjourned at 7:46 pm.

San Francisco

HIV Health Services Planning Council

Milton Marks Conference Center
The State Building
455 Golden Gate Ave. (Between Larkin & Polk St.)
Lower Level, San Diego Rooms B&C

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February 28, 2005
4:30 PM - 7:30 PM

DRAFT AGENDA

I.	**Call to Order**	**4:30 PM**
II.	**Roll Call**	**4:32 PM**
III.	**Review and Approval of Agenda**	**4:35 PM**
IV.	**Review and Approval of Minutes- January 24, 2005**	**4:37 PM**
V.	**General Announcements**	**4:40 PM**
VI.	**Public Comment**	**4:45 PM**

VII. Conflict of Interest Policy-VOTE **4:55 PM**
The Council will vote to approve a Conflict of Interest Policy forwarded from the Infrastructure & Policy Committee and Steering Committee.

Public Comment on this item

VIII. Committee Co-chair Job Description -VOTE **5:15 PM**
The Council will vote to approve the Committee Co-chair Job Description forwarded from the Infrastructure & Policy Committee and Steering Committee.

Public Comment on this item

IX. Final CARE Budget Approval-VOTE **5:20 PM**
Russ Zellers, HIV Health Services
Russ Zellers will present the final CARE budget for the Council's vote of approval.

Public Comment on this item

X. HRSA Requirements for Prioritization /Allocation **5:25 PM**
Don Soto (Planning Committee Co-chair) & Wilhelmina Parker (Council Support)
***Planning Committee Prioritization Topic**

The group will present on the requirements from HRSA regarding the prioritization and allocation process.

Public Comment on this item

XI. Dinner Break **5:55 PM**

XII. Discussion of Council's Relationship with Marin and San Mateo County Planning Bodies- VOTE **6:05 PM**

Co-chairs

The Council will vote to accept a proposal forwarded from the Steering Committee to outline the relationship of the Council with the Planning Bodies in Marin & San Mateo Counties.

> ***Motion:*** *To form a working group in order to develop expectations; Develop a process and timeline; Accountability and feedback; Decide on the level of support, training, and technical assistance; Evaluate the contract and MOU language; and create an ongoing structure and process. The membership of the working group will consist of: Council Members, Grantee Staff, County Staff and consumers, and County Planning Group Members. The existence of the working group will be time-limited: With a goal of input in FY06, Prioritization/Resource Allocation if not by FY07 Prioritization/Resource Allocation.*

The Co-Chairs will ask for participants interested in joining this working group should the motion pass.

Public Comment on this item

XIII. Local HIV/AIDS Funding Streams **6:45 PM**

Brenda Walker, AIDS Office

Laura Thomas (Planning Committee Co-chair), Randy Allgaier (Council Co-chair)

***Planning Committee Prioritization Topic**

The group will give a presentation on the various local HIV/AIDS funding stream in San Francisco.

Public Comment on this item

XIV. Prioritization Process Calendar- VOTE (Continued) **7:05 PM**

Laura Thomas & Don Soto, Planning Committee

***Planning Committee Prioritization Topic**

The Planning Committee will present the prioritization process calendar for 2006-07 prioritization process and the Council will vote to approve the proposed process. This agenda item was continued from the January 2005 Council Meeting.

Public Comment on this item

XV. Presentation of Council Integrated Work Plan **7:20 PM**

Jack Newby, Planning Council Director

Jack Newby will present the Council's Integrated Work Plan for 2005.

Public Comment on this item

XVI. Membership- VOTE 7:25 PM

Membership Committee

The Committee also would like to recommend one Council Member for term renewal:

- *Darnell Durio*

The Committee also would like to recommend two new Council Membership Candidates for appointment to the Council:

- *Chris Callandrillo*
- *Mark Molnar*

XVII. New Business/ Next Agenda 7:28 PM

XVIII. Adjourned 7:30 PM

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HIV Health Services Planning Council
730 Polk Street San Francisco, CA 94109
****
San Francisco Department of Public Health, AIDS Office
25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

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HIV Health Services Planning Council

Milton Marks Conference Center -- The State Building
455 Golden Gate Ave. (Between Larkin & Polk St.)
Lower Level, San Diego Rooms B&C
February 28, 2005 4:30 PM - 7:30 PM

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I. Call to Order

II. Roll Call

Roll Call was called and quorum was met.

III. Review and Approval of Agenda

Item 14 and 15 moved prior to Item #10 as they are being presented by the same person to increase flow. No other changes to the agenda were noted.
CM Booker moved to approve the agenda. CM McMurray seconded.
All were in favor of approving the agenda.

IV. Review and Approval of Minutes- January 24, 2005

CM Kleffner commented on changing the word "funds" to "process" and delete remainder of sentence in section XII.
Under Item #10. Remove reference to public comment and indicate that consumer feedback was immediately after the presentation and that it was "generally positive".
No other changes to the minutes were noted.
Motion was made to approve the minutes. Motion was seconded by CM Thomas.
The minutes were approved with the changes noted.

V. General Announcements

Jack Newby announced that due to a fire at Project Open Hand that there will be no serving of the usual meal and instead pizza was being delivered.
CM Booker encouraged Council Members to complete FPPC forms that were distributed to all those pending completion and return to Council Support at the end of the meeting.
CM Booker encouraged Council Members to complete Meeting Evaluation Forms.
CM Thomas provided an update on Ryan White CARE Act reauthorization. Congress reauthorized and will be introduced in Senate. The President called for reauthorization of the Ryan White CARE Act and should be a fairly smooth process with Republican support.
CM Spaeth updated site monitoring of CARE contracts, and seeks consumers to participate in Marin AIDS Project site monitoring.
CM Tanner announced that he is stepping down from the Planning Council due to Health Reasons. He added that he was not feeling well now and plans to depart the meeting early. Council Members applauded CM Tanner's work on the Council.
CM Soto announced that he completed the first month of training for the SF AIDS Marathon.
CM Geanauracos announced that CM Kanios and she are co-chairing the Needs Assessment Task Force and informed Council that they are seeking consumers to participate and that the next meeting is scheduled for the 16th of March. She announced that Harder & Company was selected as the contractor to perform the Needs Assessment.

CM McMurray reminded Council regarding the upcoming Community Fourm on March 24th but that the location has not yet been determined. Asked for a show of hands regarding who plans to be in attendance and encouraged CMs to make an effort to attend. Previously planned to be held at MCC, but it was discovered that the planned week was Holy Week. The focus will be assessing community needs and services.
CM Graham thanked CM Siron, CM Booker, and Jack Newby regarding their attendance at the last Marin County Advisory Council meeting.
CM Siron announced that CM DiCrocco will be late and gave authority for Council to vote on his behalf on specific items.

VI. Public Comment

There was no public comment.

VII. Conflict of Interest Policy-VOTE

The Council will vote to approve a Conflict of Interest Policy forwarded from the Infrastructure & Policy Committee and Steering Committee.

CM Pugh was not in attendance so Jack Newby provided a review of the Conflict of Interest Policy developed by Infrastructure and Policy Committee and reviewed by the Steering Committee. Jack reviewed the highlights and indicated that this does not require a change of bylaws. The policy was provided to all in attendance and is available on file at Council Support Offices. Jack reviewed why this came up and informed Council regarding voting restrictions. This policy was discussed with the City Attorneys' Office and approved.
CM Banks asked what will happen to members if they have a conflict of interest, and after filing a grievance how will it be resolved.
Jack Newby indicated that a policy is being worked on for removal of Council Members.
CM Kanios indicated that she is confused about what will be considered a conflict of interest for her, and what role she plays in voting.
CM Ortiz has no conflicts but concerned about what it means to the public if tags or markers are on name placards and doesn't understand the value of this.
Jack explained that it is with respect to the agency, not the person individually should disclose what the conflict is.
CM Durio commented and asked about the format of the name placards.
Jack indicated that the format will stay the same with codes indicating service categories.
CM Durio spoke against the conflict of interest policy as it does not specify who perceives the conflict. Does not feel comfortable signing a form that does not specify whose perception and suggested a training.
CM Hume thanked Infrastructure and Policy Committee for putting this together, but had concern with next to last paragraph regarding recusal and suggested having some parameters. Also commented on the form.
CM Hicks indicated that CM Hume addressed her concern, and wondered about training, and the confusion about who can decide who can vote, the issue of grievances, and removal from council.
Jack indicated that a Conflict of interest is not black and white, and provided an example. If agency provides Service X and you are voting on Service X because it could be perceived as a conflict of interest, and it goes to the individual perception and the audience perception. He indicated this is to provide overall guidelines, if agency provides a service and that service being voted on should raise flags.
CM Durio commented that he works for UCSF and asked if this means he cannot vote on anything that UCSF can go for there is no purpose for him being on the Council even though his job does not receive any Title I funds.

Jack discussed circumstances such as those brought up by CM Durio and suggested that a large organization that the Title 1 funds received are minimal to overall budget.
CM Antonetty stated that service categories are being voted on, not whether agencies are receiving funds. She emphasized that it is not black and white and indicated that presentations have suggested that it is not cut and dry, the conflict of interest is to not disclose the conflict of interest and then go ahead and deliberately vote on something that will provide personal benefits. She provided an example of someone who recuses himself when his agency receives money from the vote on a particular item.
CM Miller suggested that the confusion was who would be a conflict. Indicated that people could talk about it, but recuse self from voting.
CM McMurray stated that this could be discussed at length and still be murky, asked if there is a training around the issue.
Jack stated that one was being planned before the Prioritization and Allocation process.
CM McMurray suggested specific case studies around perceived conflict.
CM Pearce stated that the policy is different than the information and discussion in a training on a conflict of interest, suggested that he often discloses even though he may not need to, self-identifying perceived conflicts and wants the opportunity to state it.
CM Geanuracos expressed support for the policy.
CM Booker spoke in favor of the policy as well and suggested that she knows in her heart if she or her agency benefits from a vote then she will recuse herself. If someone else thinks she has a conflict and can show her where, she will abstain. CM Booker expressed a concern that people are making too much out of it.
CM Hume called the question.

Public Comment on this item

Patrick Monette-Shaw congratulated the Council for getting around to ethical behavior. Indicated that the issue is black and white, and it should be clear when deciding whether to vote. Suggested that policy should be strengthened and provided an example. Suggested that it does not necessarily have to do with Priority Setting and suggested year-round ethics. Suggested amending the policy as a list that can be seen clearly.

Gary Harrell, a previous Council Member, stated that these issues will always come up. Indicated that he reviewed the policy and it should be clear whether a conflict of exists. Would like to see meetings spent on other more important issues.

No further public comment or discussion.
Roll call vote…20Yes/3No
The policy was passed. SEE ATTACHMENT A – COLUMN 2.

VIII. Committee Co-chair Job Description -VOTE

The Council will vote to approve the Committee Co-chair Job Description forwarded from the Infrastructure & Policy Committee and Steering Committee.

CM Benham reviewed the Committee Co-Chair draft Job Description.
CM Siron indicated that the description had been reviewed thoroughly several times.
CM Ortiz made a motion to call the question. Seconded.

Public Comment on this item

There were no public comments.
Vote by show of hands the job description passed unanimously.

IX. Final CARE Budget Approval-VOTE

Russ Zellers, HIV Health Services

Russ Zellers will present the final CARE budget for the Council's vote of approval.

Russ Zellers presented the final CARE budget for fiscal year ending today for Title I. A handout was provided and reviewed and is on file at Council Support Offices.
CM Benham asked a question regarding unspent dollars and whether there was a survey of why the dollars were not spent.
Russ stated that a survey was done and stated that Michelle will provide the information when the grant is awarded.
CM Hume inquired about figures in parenthesis.
Russ stated that this represented underspent, underutilized funds.
CM Thomas asked regarding a dollar amount to vouchers was the amount that Planning Council voted on. Russ stated that it was.
CM Antonetty offered an example of how money not used during a reorganization of a program, and suggested that a program is not required to spend every penny.
CM Durio questioned a particular line item and who made the decision.
Russ stated that the AIDS Office made the decision.
CM Pearce asked why it was not just done through Administration Dollars.
Russ stated that it went out as a contract.
CM Banks commented that some programs will not be funded in the future and inquired about consumer empowerment.
Russ stated it was funding of an agency that works with people around benefits and training and employment. Russ stated that it be earmarked for that purpose and the AIDS Office finds an agency that provides that service.
CM Durio asked what would be voted on.
Russ stated that the vote was on the final budget figures and stated that it is a formality since everything has been approved except the movement of administration dollars.
CM Durio asked what the purpose is if it has already been approved.
Russ clarified that it is merely a formality to present the budget before the Planning Council.
CM Geanuracos informed Council that there were efforts to reduce unspent dollar amounts and urging the AIDS Office to get that under control and get the unspent dollars closer to zero. Empathized with CM Durio's concern about Administration dollars should come before the Council.
CM McMurray called the question. Seconded.

Public Comment on this item

Gary Harrell had a question about percentages around Administration Costs not indicated.
Question was addressed by Russ Zellers.
Patrick Monette-Shaw commented on the virile unspent dollars and indicated that the Planning Council has worked hard. Discussed unspent funds on housing and pointed to that as one of the greatest needs and recommended trying to find a way to use these funds. Disagreed with CM Geanuracos, and not whether Council should or should not make the decision about how the funds are allocated and that the AIDS Office should not be making the decision. Congratulated Council on good work.
Gary Harrell commented that HRSA might reduce overall funding if the unspent dollars issue continues.

Roll call vote. All in favor except two. The budget was approved. See Roll Call Attachment A, Column 3.

[THE FOLLOWING TWO ITEMS MOVED UP ON THE ORIGINAL AGENDA]

XIV. Prioritization Process Calendar- VOTE (Continued)

Laura Thomas & Don Soto, Planning Committee
***Planning Committee Prioritization Topic**
The Planning Committee will present the prioritization process calendar for 2006-07 prioritization process and the Council will vote to approve the proposed process. This agenda item was continued from the January 2005 Council Meeting.

CM Thomas reviewed Prioritization Process Calendar and the work being done on this.
CM Soto also reviewed items on the calendar that was provided to all present as a handout. The calendar is available on file at Council Support Offices.
CM Thomas asked if there were questions.
CM Durio asked regarding the two day attendance policy for voting purposes.
CM Thomas indicated that it would be discussed later.
CM Geanuracos indicated that due to the Needs Assessment information would be available for the August meeting.
CM Hume asked if Council is voting on the whole calendar schedule.
CM Thomas clarified that the vote was not for the schedule, but specifically on the two proposals she will be presenting. CM Thomas asked if there were any other questions.
No questions.
CM Thomas reviewed the two proposals regarding a two-day summit and the format.
Council discussed.

Public Comment on this item

Patrick Monette-Shaw agreed with hiring a facilitator to lead the Council through the process.
No other public comments.

Council discussed that the first proposal was already voted on.
CM Durio suggested a vote on the actual date. And a second vote on the voting procedure requirement.
CM Thomas agreed that would be okay.
The calendar outlined a draft schedule including dates for August 26 and 27 meeting would be voted on.
Question called. All in favor. None opposed.

There were no public comments.

With a show of hands of those in favor of calendar as it is.
21 in favor, 2 opposed. Motion passed.

On the second motion, the proposal for the two-day prioritization/allocation summit.
CM Durio called the question.

Public comment. There was no public comment.

With a show of hands for those in favor of the two-day summit:
20 in favor, 1 opposed. Motion passed.

Regarding the Proposal on Voting –

CM Pearce spoke in favor of the proposal as a lot of time and effort went into this decision, as there should be consequences for people deciding not to show up, with allowances for work/illnesses. CM Pearce spoke to the issue personally providing an example of when he was involved in a decision making team and did not have enough information. Important to set a standard that if you don't participate you don't vote.

There was no public comment.

CM Durio asked for a roll call vote.
19 Yes/3 No. The motion passed. See Column 4 on Attachment A.

CM Booker indicated that the meeting was going over time and called for a ten-minute dinner break

XI. Dinner Break

XV. Presentation of Council Integrated Work Plan

Jack Newby reviewed the Council Integrated Work Plan before the next presentation to show how it relates to priority process. Jack reviewed document provided to all present at the meeting and a copy is on file at Council Support Offices. Jack reported that work being done feeds into the Needs Assessment, and Priority Allocation Process. Added that this has been discussed at Steering Committee Retreat and that provides a month-by-month look at what committees are doing and how that work meshes with work of other committees. Jack indicated that if there were any questions to let him know and added that the Committees and Council are on schedule and the best way to manage the work is through a work plan. He indicated that updates will continue to be provided to show the Council whether they are on track. Planning Council Support is happy to provide information and feedback from Committees, and that it is a living document and we are not bound by it, it shows how work is integrated and goes toward the ultimate goal of prioritization and allocation process.

CM Hume commented that Council Support is doing great work and that the Council made a good decision to make that happen.

Public Comment on this item
There was no public comment.

X. HRSA Requirements for Prioritization /Allocation

Don Soto (Planning Committee Co-chair) & Wilhelmina Parker (Council Support)
***Planning Committee Prioritization Topic**

Wilhelmina Parker and Don Soto presented a PowerPoint presentation on the prioritization and allocation process. Printout of slideshow presented to all present and available on file at Council Support Offices.
Council discussed various issues with regard to the prioritization process and expressed concerns about how the process can be changed. Council thanked presenters.

Public Comment on this item
Patrick Monette-Shaw commented on the aspect of the presentation regarding CARE Act Data Report, service utilization and suggested finding out specifically what this meant.

There was no further public comment.

XII. Discussion of Council's Relationship with Marin and San Mateo County Planning Bodies- VOTE

The Council will vote to accept a proposal forwarded from the Steering Committee to outline the relationship of the Council with the Planning Bodies in Marin & San Mateo Counties.
Motion: *To form a working group in order to develop expectations; Develop a process and timeline; Accountability and feedback; Decide on the level of support, training, and technical assistance; Evaluate the contract and MOU language; and create an ongoing structure and process. The membership of the working group will consist of: Council Members, Grantee Staff, County Staff and consumers, and County Planning Group Members. The existence of the working group will be time-limited: With a goal of input in FY06, Prioritization/Resource Allocation if not by FY07 Prioritization/Resource Allocation.*

The Co-Chairs will ask for participants interested in joining this working group should the motion pass.

CM Booker indicated that this topic had been presented at each committee meeting and reviewed the formation of the working group and read the formal motion detailed above. CM Booker opened up the issue for discussion.
CM Thomas clarified that the FYO6 process refers to the process this summer for FY06 and expressed support for the motion.
CM Geanuracos suggested minor editorial changes.
CM Durio inquired about the fiscal year differences among the counties.
CM Thomas admitted that there would be a different timeline and unsure how this would work.
CM Hume indicated this was addressed at Steering.
CM Antonetty expressed uncertainty about the fiscal year differences.
CM Thomas suggested that she discuss the matter with CM Spaeth.
CM Spaeth stated that Marin County supports the motion and believes it is a productive way to move forward. Explained the fiscal year as July 1 through June 30.
CM Kleffner expressed a comment in favor of motion and indicated that Steering Committee discussed the issue for over an hour. Emphasized the need for volunteers in the working group.
CM Durio had a question for CM Spaeth regarding CARE dollars and contracting.
The Council discussed the issue.
CM Booker reiterated that this was discussed for over an hour at Steering and indicated that this is what came forward; added that there were questions and reviewed them; suggesting that this needs to go through a separate working group over time; and cannot be fully resolved in an hour discussion.
CM Siron suggested that anyone interested in working with task force should come to help out.
CM Geanuracos added comments why the task force is being brought together.
CM Ortiz asked about financial impact to counties with regard to the motion.
The Council indicated that there was no impact.
CM Graham expressed support for Motion.
Director of Budget and Finance for AIDS Office, Brenda Walker asked for clarification on what is being voted on. She informed Council that she must report to HRSA what is being prioritized. She wanted to ensure that Marin County is not being exempted and confirmed that Marin County process will be approved.
CM Booker reiterated that this will not be resolved in this meeting and encouraged people who want to be involved in the decision making process to join the working group.
Council continued the discussion.

Public Comment on this item

Will Carter commented that this is a great process and discussed the meetings that he has participated in and sees this as a viable resolution. This does not leave Marin County consumers in the dark. Believes this will help ameliorate the frustration.
Kevin, a Council Member in San Mateo County, spoke in favor of the motion. He commented that he believes avoiding a cookie-cutter approach is not good to make decisions on a matter for one county that might affect another. He indicated that he has already volunteered to be a part of the working group.
Michelle Long-Dixon spoke to last sentence in the motion and cautioned voting on a motion that is unclear.
CM Thomas indicated that having the working group information far enough along to be useful in this year's August allocation process. Suggested editorial changes.
Brenda Walker indicated that the grant award has already been prioritized.
Council discussed that this was a line item on the budget.
Brenda Walker asked for clarification on whether the counties were approved by lump sum or service category.
Council discussed uncertainties around whether the prioritization and allocation process was approved.
CM Pearce commented on recognizing what the Council has done rather than demeaning for what can not be changed. Now in a process of having greater involvement of setting allocation numbers rather than accepting numbers offered by counties.
Public from San Mateo suggested that the Council develop a system of relaying information to Council so recommendations are made that additional impasses are not encountered.
CM Spaeth asked about scheduling meetings.
Council agreed that there needs to be a vote.
CM Hicks asked about the agreement on the final sentence.
CM Kleffner suggested re-wording of the motion to reflect that the time-limited nature of the working group should not end at the end of FY06, and leave it open to exist for a longer period of time.
CM Durio asked if the current motion was being taken off the table, and expressed confusion.
CM Booker reviewed editorial changes.

The motion restated with changes:

Motion: *To form a working group in order to develop expectations; Develop a process and timeline, accountability and feedback; Decide on the level of support, training, and technical assistance; Evaluate the contract and MOU language; and create an ongoing structure and process. The membership of the working group will consist of: Council Members, Grantee Staff, County Staff and consumers, and County Planning Group Members. The existence of the working group will be time-limited with a goal of input in FY06 Prioritization/Resource Allocation if not, by FY07 Prioritization/Resource Allocation.*

CM Booker asked for a roll vote. See Column 5 on Attachment A.
Unamiously passed in favor.
CM Pearce suggested moving on to the Membership item that has to be dealt with tonight and suggested postponing Item XIII on funding streams.
CM Pearce made a motion to change the order of the last two items. Seconded.
By a show of hands, the majority were in favor of the motion.
CM Booker made a motion to extend the time by roll call vote.
See vote on Column 6 in Attachment. 13 yes/9 no.
No two-thirds vote. Motion to extend the time of the meeting not approved.

XIII. Local HIV/AIDS Funding Streams

Brenda Walker, AIDS Office
Laura Thomas (Planning Committee Co-chair), Randy Allgaier (Council Co-chair)
***Planning Committee Prioritization Topic**
The group will give a presentation on the various local HIV/AIDS funding stream in San Francisco.

This item was not addressed.

XVI. Membership- VOTE

Membership Committee
The Committee also would like to recommend one Council Member for term renewal:

- *Darnell Durio*

A motion was made to renew the term of Darnell Durio. By show of hands, all were in favor.

The Committee also would like to recommend two new Council Membership Candidates for appointment to the Council:

- *Chris Callandrillo*
- *Mark Molnar*

A motion was made to appoint two new Council membership Candidates to the Planning Council. By show of hands, all were in favor.

XVII. New Business/ Next Agenda

No new business was discussed.

XVIII. Adjourned

The meeting was adjourned at 7:32 pm.

HIV Health Services Planning Council

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March 28, 2005
4:30 PM - 7:30 PM

DRAFT AGENDA

I. Call to Order — **4:30 PM**

II. Roll Call — **4:32 PM**

III. Review and Approval of Agenda — **4:35 PM**

IV. Review and Approval of Minutes- February 28, 2005 — **4:37 PM**

V. General Announcements — **4:40 PM**

-Announcement regarding Campaign to End AIDS and future Council discussion regarding endorsement of the campaign.

VI. Public Comment — **4:45 PM**

VII. HIV Health Services Quarterly Report — **4:55 PM**

Michelle Long Dixon, HIV Health Services

HIV Health Services Quarterly Report will be presented to the Council.

Public Comment on this item

VIII. Local HIV/AIDS Funding Streams — **5:20 PM**

Brenda Walker, Director Budget and Finance, AIDS Office
Laura Thomas (Planning Committee Co-chair), Randy Allgaier (Council Co-chair)
***Planning Committee Prioritization Topic**

The group will give a presentation on the various local HIV/AIDS funding streams in San Francisco.

Public Comment on this item

IX. Dinner Break — **5:55 PM**

X. Epidemiology & Surveillance Presentation — **6:10 PM**

Maree Kay Parisi, HIV/AIDS Statistics & Epidemiology Section, SFDPH
***Planning Committee Prioritization Topic**

Ms. Parisi will present the current epidemiology and surveillance statistics for San Francisco. The Council will discuss the presentation and ask questions.

Public Comment on this item

XI. Housing Workgroup Update 7:15 PM

Jack Newby and Margot Antonetty

Review of Scope of Work and other activities with the Housing Workgroup.

XII. Membership- VOTE 7:23 PM

Membership Committee

The Committee also would like to recommend one Council Member for term renewal:

- *Anita Booker*

XIII. New Business/ Next Agenda 7:28 PM

XIV. Adjourned 7:30 PM

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I. Call to Order
The meeting was called to order.

II. Roll Call
Roll call was called and quorum was met. See attached Attendance Sheet.

III. Review and Approval of Agenda
The Council reviewed the agenda. There were no objections to the agenda. Agenda approved by consensus.

IV. Review and Approval of Minutes- February 28, 2005
The minutes for the February 28, 2005 Planning Council Meeting were reviewed.
CM Durio requested a change to his comment in Section VII Conflict of Interest Policy.
No other changes noted. With that change, the minutes were approved by consensus.

V. General Announcements
-Announcement regarding Campaign to End AIDS and future Council discussion regarding endorsement of the campaign.

CM Allgaier made an announcement regarding limitation of public comment to one minute and pointed to the public microphone available for public to line up at for speaking. Also Steering Committee discussed productive meetings and getting through agendas to avoid getting backed up before August prioritization. CM Allgaier indicated that presentations would be cut off if they go over the allotted time. Co-chairs will be enforcing this new policy, but it is up to the people in the room to keep comments succinct and not repeat comments made by others. CM Allgaier reminded Council Members about the evaluation form regarding the timing of dinners.

CM Pugh made an announcement regarding RAMP, Recycled AIDS Medication Program.

CM Hume announced that he is the interim chair of Membership Committee during CM Hicks' two-month absence. CM Hume announced that there are only two members on the committee and they need to have new candidates to council by end of April, and encouraged Council Members to consider joining the Membership Committee. CM Simmons, CM Miller, and CM Molnar agreed to sit in on Membership Committee on a temporary basis.

CM Spaeth thanked CM Hume for his help with site monitoring in Marin County, and solicited other Council Members to participate in the future.

CM Graham made an announcement regarding a meeting in San Rafael and will distribute a flyer.

CM Simmons announced that the Archdiocese of San Francisco donated more than $2million to people with AIDS.

CM Kanios reminded Council that the San Francisco Department of Public Health will look at potential cuts and expressed concerns regarding the impact that this may have on integrated services. CM Kanios announced that he would be attending the hearings that are scheduled for tomorrow and has a schedule to be distributed.

CM Blum announced Mary Jane Wood's retirement party.

Jack Newby – made an announcement regarding Campaign to End AIDS and pointed Council Members to the related handouts available. (All handouts available at Council Support Offices).

VI. Public Comment

There were no public comments.

VII. HIV Health Services Quarterly Report

Michelle Long Dixon, HIV Health Services

HIV Health Services Quarterly Report will be presented to the Council.

Michelle Long Dixon informed Council Members of handouts available to be reviewed. (Copy available at Council Support Offices). Documents include: 4th Quarterly Report to the HIV Health Services Planning Council; Objective Review Summary Statement; Response to HRSA Strengths & Weaknesses Comments Related to the FY 2005 Ryan White Title I Application for the San Francisco EMA; FY 2005/2006 Ryan White CARE Title I Analysis; and a chart entitled "Total Award Amounts by EMA." Michelle informed Council Members that Brenda Walker would be discussing the budget in the upcoming agenda item and asked if there were any questions.

Council Members discussed that many EMA reductions seemed to be in California, with an evidence of increases in Florida and Texas.

Public Comment on this item

Bill Hirsch from ALRP asked if there would be an announcement regarding the final award for San Francisco. Michelle clarified that it would be sometime next week.

There were no other public comments.

VIII. Local HIV/AIDS Funding Streams

Brenda Walker, Director Budget and Finance, AIDS Office
Laura Thomas (Planning Committee Co-chair), Randy Allgaier (Council Co-chair)
***Planning Committee Prioritization Topic**

The group will give a presentation on the various local HIV/AIDS funding streams in San Francisco.

CM Allgaier discussed the importance of this issue, not just funding streams but coordination of services and programs.

CM Thomas distributed a handout entitled "Other Funding Streams for HIV Health Services in San Francisco" and a fact sheet on federal funding for HIV/AIDS (available on file at Council Support Offices). CM Thomas reviewed and discussed that this offers a broad context for the information. CM Thomas reviewed the other funding streams: Title II, Title III: Early Intervention; Title IV: Services for Women, Families, Children, and Youth; Special Projects of National Significance; AIDS Education & Training Center; Dental Reimbursement Program.

Beyond the CARE Act funding, CM Thomas discussed other funding streams:
Veterans Administration (VA); Housing & Urban Development (HUD) which includes Housing Opportunities for People with AIDS (HOPWA); Medi-Cal/Medicaid; Medicare; Private Health Insurance; Substance Abuse and Mental Health Services Administration (SAMHSA) which includes numerous grantees, including the following: SF Dept. of Public Health; Walden House, Inc., Iris Center Womens Counseling/Recovery; Health Initiatives for Youth; Centerforce; San Francisco Sheriff's Dept.; Friendship House Assn of American Indian; Mount St. Joseph-St. Elizabeth; City and County of San Francisco, and others.

Council discussed why these issues need to be looked at, the global issues that affect everything, then more specific issues that affect the AIDS Office.

Brenda Walker provided more detail with specific funding of the AIDS Office, and the DPH budget as a whole. Ms. Walker provided an overview of the handouts (available on file at Council Support Offices) which list the state and federal grants received by the AIDS Office. Ms. Walker discussed the General Fund Base Budget of DPH which received significant cuts. Ms. Walker provided a handout to all present and reviewed. (Copy on file at Council Support Offices). Ms. Walker discussed the contingency budget which is looked at in the event of unexpected revenue losses, when the mayor switches to a contingency budget. Ms. Walker directed Council Members and those present to the exact figures that would be of interest to the Planning Council. Ms. Walker announced the budget hearing tomorrow, and encouraged people to attend at 101 Grove, Room 300 at 3:00 p.m. and continued on April 7 if not completed tomorrow. Ms. Walker informed Council Members and the public that all budgets and documents are available for viewing on the AIDS Office website. She emphasized the importance of the proposed reductions and how services will be affected.
A question was asked of Ms. Walker if specific providers had been identified for peer advocacy and treatment advocacy.
Ms. Walker made special note that the details of this information cannot be divulged at this time, and that the contractors identified cannot be released at this time. The hearing tomorrow, March 29, will present that information. April 7 has been scheduled as the continuation date if everything is not discussed at the March 29 hearing.
CM Blum asked about state money set aside for mental health. Ms. Walker indicated that it doesn't come to the AIDS Office but through Mental Health and Substance Abuse. Again, Ms. Walker encouraged people to attend the hearings, as there are many agencies that are up for cuts that are not necessarily AIDS-specific, but may have to rely on CARE funds to cover their programs.
Council discussed.
Jack Newby reminded presenters to provide electronic copies of documents and informed Council Members that Council Support is creating an electronic file to store all documents presented at meetings.
Ms. Walker indicated that she requires special permission to provide the information that she presented at tonight's meeting, especially since the information is not available to others until tomorrow, and some of the information changes on a daily basis.
CM Allgaier thanked Ms. Walker for returning and giving her presentation after being bumped at last month's Council meeting.

CM Pugh asked regarding the mental health budget item cut and how that affects housing for the severely mentally ill.
CM Kanios discussed how the changes in the budget will affect substance abuse services, mental health services, and supportive housing services.
CM Allgaier reiterated the domino effect of the budget cuts and encouraged Council Members to attend tomorrow's hearings.

Public Comment on this item
There were no public comments on this item.

IX. Dinner Break

X. Epidemiology & Surveillance Presentation

Maree Kay Parisi, HIV/AIDS Statistics & Epidemiology Section, SFDPH
***Planning Committee Prioritization Topic**
Ms. Parisi will present the current epidemiology and surveillance statistics for San Francisco. The Council will discuss the presentation and ask questions.

Maree Kay Parisi presented epidemiology and surveillance information with a PowerPoint presentation. Handout of presentation provided to all present and on file at Council Support Offices.

Council Members directed numerous questions to Maree Kay Parisi regarding concerns about the data presented. Main concerns seemed to be around the statistics regarding late testers, and the higher incidence of HIV and morbidity among African Americans. Also discussed were issues around homeless statistics and cofactors that cause death may or not be HIV-related. Several case managers offered personal stories regarding testing and diagnosis.
CM Booker reiterated the fear and stigma prevalent among the African American community and the importance of increasing efforts regarding prevention programs outside the box.
CM Allgaier indicated that this brings up a host of issues that need to be looked at in services and prevention.
CM Simmons expressed shock at the statistics regarding newly diagnosed cases, that prevention activities in San Francisco have been a failure and that nobody seems to want to address it, and believes DPH and Prevention need to look at this.
CM Thomas agreed this was an issue, but compared to figures of new infections in the past, this number has decreased significantly. She agreed that it could be better, but it is certainly much better than it was.
CM Pearce spoke on behalf of Prevention, and described San Francisco as a model on prevention, especially Prevention With Positives. Compared to other communities, the figures in San Francisco are much lower. CM Pearce suggested that care and prevention need to work collaboratively to address this issue.
CM Allgaier suggested people remember that cutting-edge programs are funded by the City rather than federally, and again recommended people attend the hearings tomorrow.
Council thanked Maree Kay and she agreed to give updated and other requested information to Council Support to make available to Council Members as needed.

Public Comment on this item
There were no public comments on this item.

XI. Housing Workgroup Update

Jack Newby and Margot Antonetty

Review of Scope of Work and other activities with the Housing Workgroup.

Jack Newby provided a review of the Scope of Work and other activities with the Housing WorkGroup and indicated that the first meeting is April 7. Jack reminded those on the workgroup to be aware that a meeting with the consultant will be scheduled.
CM Antonetty offered background with regard to HRSA's policy with regard to length of stay in transitional housing. San Francisco does not define this length of stay and HRSA has offered San Francisco technical assistance in working through this issue. CM Antonetty encouraged anyone interested in joining the workgroup to contact Leah at Council Support.
CM Allgaier indicated that the two major issues are: length of stay in transitional housing and exit strategy.

Council Members discussed.

No public comment on this item.

XII. Membership- VOTE

Membership Committee

The Committee also would like to recommend one Council Member for term renewal:

- *Anita Booker*

CM Rodriguez informed Council that Membership Committee recommends CM Booker for term renewal.

By voice vote. All in favor. None opposed. Ms. Booker approved for term renewal.

Public Comment.

Gary Harrell asked why names were not submitted from the interviews conducted at the last Membership Committee meeting, and added that some populations were not represented on the Council, specifically Native Americans.

CM Allgaier informed Mr. Harrell that Council Members do address questions posed by the public during Council Meetings and suggested that he meet with members of the Membership Committee to clarify his concerns.

XIII. New Business/ Next Agenda

CM Allgaier discussed the potential of a joint meeting with Health Services and Prevention.

CM Booker made an announcement regarding the great turnout for the Community Forum that took place last week, and offered kudos to CM McMurray and CM Durio, as well as Council Support.

Council reminded to turn in conflict of interest forms and meeting evaluations.

XIV. Adjourned The meeting was adjourned at 7:18 pm.

San Francisco

HIV Health Services Planning Council

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04-21-05P01

DRAFT AGENDA

I.	**Call to Order**	**4:30 PM**
II.	**Roll Call**	**4:32 PM**
III.	**Review and Approval of Agenda**	**4:35 PM**
IV.	**Review and Approval of Minutes- March 28, 2005**	**4:37 PM**
V.	**General Announcements** *-Community Outreach & Advocacy Committee Announcement, Darnell Durio*	**4:40 PM**
VI.	**Public Comment**	**4:45 PM**
VII.	**CARE Title I FY2005 Planned Allocation-VOTE** **Russ Zellers, Assistant Director, HIV Health Services** *The Council will vote to approve the Care Title I FY 2005 Allocations.* *Public Comment on this item*	**4:50 PM**
VIII.	**Quality Management Presentation** **Patricia Sullivan, Quality Management Coordinator, HIV Health Services** ***Planning Committee Prioritization Topic** *The Quality Management Presentation will be given to the Council with a brief discussion/ question and answer period to follow.* *Public Comment on this item*	**5:00 PM**
IX.	**Minority AIDS Initiative Presentation** **Marshia Herring, HIV Health Services, AIDS Office** ***Planning Committee Prioritization Topic** *The Minority AIDS Initiative Presentation will be given to the Council with a brief discussion/ question and answer period to follow.* *Public Comment on this item*	**5:30 PM**

X. Dinner Break **5:50 PM**

XI. Marin County Prioritization/ Allocation Presentation- VOTE **6:05 PM**

Sparkie Spaeth (Marin County), Cam Keep and Elyse Graham (Marin County Co-chairs)
***Planning Committee Prioritization Topic**
Marin County will present their recent Prioritization/ Allocation results to the Council. The Council will vote to approve the results.

Public Comment on this item

XII. San Mateo County Prioritization/ Allocation Presentation-VOTE **6:30 PM**

Ellen Sweetin (San Mateo County)
***Planning Committee Prioritization Topic**
San Mateo County will present their recent Prioritization/ Allocation results to the Council. The Council will vote to approve the results.

Public Comment on this item

XIII. Campaign to End AIDS Discussion and VOTE **6:55 PM**

Laura Thomas and Anne d'Adesky
The Council will discuss and vote on endorsing the Campaign to End AIDS.

Public Comment on this item

XIV. Severe Need & Eligibility Criteria Definition Discussion **7:10 PM**

Laura Thomas
***Planning Committee Prioritization Topic**
The Council will discuss the Severe Need/ Eligibility Definition.

Public Comment on this item

XV. Membership- VOTE **7:23 PM**

Membership Committee
The Committee would like to recommend the following new Council Membership Candidates for appointment to the Council:

Robert Oropeza
Kim Pickens
Clarence Smelcer
Ellen Sweetin

Public Comment on this item

XVI. New Business/ Next Agenda **7:28 PM**

XVII. Adjourned **7:30 PM**

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I. Call to Order
The meeting was called to order.

II. Roll Call
Roll call was called and quorum was met. See attached Attendance Sheet.

III. Review and Approval of Agenda
Council Members reviewed the agenda. CM Pugh moved to approve the agenda. CM Miller seconded. The agenda was approved by consensus.

IV. Review and Approval of Minutes- March 28, 2005
Council Members reviewed the minutes from the March 28, 2005 Planning Council meeting. Council Support Skot Jonz read a written correction submitted by CM Simmons regarding his comments on the Archdiocese of San Francisco. Planning Council Support noted changes.
There were no other changes or corrections to the minutes. With those changes noted the minutes were approved by consensus.

V. General Announcements
CM Allgaier provided an update to Council regarding the information requested from the Senate Committee on the reauthorization issue and what personal information was provided to meet the request. CM Allgaier reported that confidentiality was being maintained.
CM Thomas changed her conflict to Case Management, not Money Management.
CM Thomas also announced an "In the Groove" art show- postcards were distributed and she encouraged people to attend.
CM Hume read a memo regarding insufficient number of handouts available during the funding scenario presentation by the AIDS Office. CM Hume also announced that Mark Dunlop is being appointed to the Human Rights Commission. CM Hume had a final announcement regarding his participation in a Project Homeless Connect and encouraged everyone to participate.
CM Pugh made a brief announcement regarding RAMP.
CM Durio provided an update on the next Community Forum to be held May 19 at MCC focusing on consumers who live and/or receive services in the Castro. CM Durio encouraged Council Members to attend. He also added that the COA Committee is reviewing the way these forums are conducted.
CM Antonetty added a comment regarding Project Homeless Connect and a website for more information.

VI. Public Comment
There were no public comments.

VII. CARE Title I FY2005 Planned Allocation-VOTE

Russ Zellers, Assistant Director, HIV Health Services

Russ Zellers presented a handout to Council Members and suggested that approval of the budget be moved to the next meeting, as Brenda Walker would like to be present with specific documentation. Russ stated that he would provide basic information and suggested that Council Members review in more detail during the next month. Copies of documents provided at the meeting are on file at Council Support Offices. Mr. Zellers indicated that this was a very difficult budget to work with.
CM Booker expressed her appreciation for the level of detail and indicated that it is very helpful.
CM Kleffner asked to receive copies of the handouts provided at last month's Council Meeting.
CM Durio asked about COE's not beginning in November and asked for clarification on services in the Bayview District.
CM Byers clarified that existing services will continue, just no expansion.
CM Hume asked about the logistics of rescheduling this agenda item.
CM Allgaier indicated that this delay was anticipated and is now back on schedule.
CM Booker asked for a list of the HRSA categories so that they could be compared.
CM Durio asked how he was to make a vote without further information on the algorithm used and how to obtain this information prior to next month's meeting.
CM Allgaier suggested he go to Steering Committee.
CM DiCrocco asked for an explanation why the COE is not starting sooner.
Mr. Zellers explained that it took some time to prepare the solicitations, and they want to do a reasonable transition and think things through rather than being rushed.
CM Booker suggested that Council Members save up questions, send them to Brenda, and/or wait until next month.

Public Comment on this item: There was no public comment on this item

VIII. Quality Management Presentation

Patricia Sullivan, Quality Management Coordinator, HIV Health Services
***Planning Committee Prioritization Topic**

Patricia Sullivan, Quality Management Coordinator, HIV Health Services presented information on the Quality Management Program. Her PowerPoint presentation was accompanied by handouts (copies available on file at Council Support Offices). After the presentation, several Council Members had specific questions for Ms. Sullivan regarding the information contained in her presentation.

Public Comment on this item: There were no public comments

IX. Minority AIDS Initiative Presentation

Marshia Herring, HIV Health Services, AIDS Office
***Planning Committee Prioritization Topic**

Marhsia Herring, HIV Health Services, AIDS Office presented on the Minority AIDS Initiative with several handouts accompanied by a PowerPoint presentation. (Copies of documents available at Council Support Offices.

Public Comment on this item: There were no public comments on this issue.

X. Dinner Break

Yum yum ☺

XI. Marin County Prioritization/ Allocation Presentation- VOTE

Sparkie Spaeth (Marin County), Cam Keep and Elyse Graham (Marin County Co-chairs)
***Planning Committee Prioritization Topic**

Sparkie Spaeth introduced the co-chairs of the Marin County Council, Cam Keep and Elyse Graham who provided a review of their prioritization/allocation process. Cam reviewed documents provided to all Council Members and others present (copies of documents on file at Council Support Offices).
CM Pugh inquired about the service category of Oral Health.
CM Allgaier commented on county epi-presentation at a prior Council meeting, and suggested that the transgender community was not addressed and how this fit into the process.
CM Graham indicated it is an ongoing process and would be addressed in the future.
CM Hume commented on the work of the Marin County Council and acknowledged their progress.
CM Simmons reiterated CM Hume's comments, thanking Marin County presenters for their work.
CM Booker commented on hard-to-reach communities and amount of consumer input.
CM Spaeth explained that the Needs Assessment Survey revealed that the epi-data shows that the epidemic in Marin Co. is primarily affecting the white community, although the consumer input brought in different information. She added the service delivery model is being modified as well as the development of a "Reggie-like" system for tracking. She stated that great strides have been made in listening to the concerns of the community.
CM Graham added that the goal is to find the more diverse communities, and hard-to-reach people.
CM Graham thanked CM Kleffner for her voice at the table in helping to address these issues. She indicated that Wade Flores on the Marin Council has also been very helpful.
CM Booker stated that the Marin Council has done a great job. [Applause]
CM Kanios directed a question to CM Spaeth regarding outreach.
CM Spaeth provided information regarding the prevention activities in Marin County.
CM Kleffner commented on the high amount allocated to case management. CM Kleffner also asked about issues regarding the lifetime cap on dental and a comment on the Needs Assessment Survey regarding the effectiveness of services.
CM Hume commented positively on the shifts in the prioritization of Marin County.

Public Comment on this item: No public comments.

Roll Call vote – all in favor. The motion to approve the budget was passed.
[See Column 3 on Attachment A]

XII. San Mateo County Prioritization/ Allocation Presentation-VOTE

Ellen Sweetin (San Mateo County)
***Planning Committee Prioritization Topic**

[Council was ahead of schedule, this item moved to follow QM Presentation and before Dinner Break]
Ellen Sweetin presented information on the recent Prioritization/Allocation results from San Mateo County. She indicated that they accepted the priorities of the Planning Council, and what her handout demonstrates is how San Mateo allocated those dollars within those priorities. She reviewed the handout with Council members (handout on file at Council Support Offices). Several Council Members had specific questions regarding Ms. Sweetin's presentation.

Public Comment on this item There were no public comments on this item.

Regarding the vote, CM Booker stated that she did not recuse herself because the program she works for in San Mateo County does not receive Title I funding.
CM Blum abstained from voting since he works with San Mateo AIDS Service providers.
Roll-call vote -- all in favor of approving the budget only. SEE COLUMN 2 on Attachment A.

XIII. Campaign to End AIDS Discussion and VOTE

Laura Thomas and Anne d'Adesky

The Council will discuss and vote on endorsing the Campaign to End AIDS.

[Since Ms. D'Adesky was not yet present, this item moved to follow agenda Item XIV below].

CM Thomas introduced Anne d'Aadesky who is the director of the local affiliate for the Campaign to End AIDS. Anne (who indicated that she would like to be known as Anne-Christine) provided some background on her experience and involvement with AIDS, activism, and advocacy. She is the ED of AIDS Medicine & Miracles, Executive Director in San Francisco. She also works with an organization in Rwanda. She provided an overview of the Campaign to End AIDS, her involvement, and to encourage the Planning Council to endorse the program. Ms. D'Adesky reviewed handouts provided to Council Members and others present (copies on file at Council Support Offices). She discussed an upcoming caravan to converge on Washington DC this summer that will help bring more organizing around this campaign – AIDS Watch May 2-5, with a Youth Institute. Summer Organizing seminar to train and recruit for internships. Caravans arrive to D.C. on October 8, leaving a few weeks earlier. Ms. D'Adesky encouraged Council Members to endorse this campaign and welcomed questions.

CM Booker asked about the website.

Ms. D'Adesky informed Council of the following website: www.endaidsnow.org

CM Allgaier asked if this effort is nonpartisan. She stated that it is nonpartisan.

CM DiCrocco asked if she is in a paid position, and Ms. D'Adesky said that she is not. He added that it is not within the mission of the Council to endorse this program, and sets an uneasy precedent for future endorsements of other campaigns, and doesn't fit within the scope of the work of Council.

CM Kleffner asked for contact information with Ms. D'Adesky.

Ms. D'Adesky indicated that Oakland has had a much stronger response in organizing these events than San Francisco has been.

CM Hume reiterated CM DiCrocco's comments about exercising caution around endorsing this. He said that he does see a direct correlation with the work of the Council and supports endorsing the campaign. He also added that it was appropriate to check in occasionally to ensure that the Council is doing its work.

CM Hume moved to endorse the campaign. CM Anderson seconded.

Opened for discussion:

CM Pugh – spoke in support of the motion.

CM Anderson – spoke in favor of the motion. Says he believes this makes a statement, and that he did not join the Council to accept things the way they are.

CM Durio –spoke against the motion as there is not a strong enough platform.

CM Thomas – spoke in favor of the motion and supporting the campaign. She indicated that it has a direct effect on Ryan White funding, and the work of the Council and services available to people in SF are related to what happens in Washington, D.C. She believes there is a role to play in endorsing this, and she knows that other Planning Council's across the country have endorsed it.

CM Allgaier spoke in favor of the motion, and added comments about his organizing efforts with the SF AIDS Foundation, and recalled the difficulty in getting people involved when things look discouraging. He stated that the campaign seems to relate directly to the work of the Council and securing funds for services.

CM Kleffner highly supports the motion, and commented on her involvement with the Oakland efforts with regard to this campaign.

Motion called. Motion passed with a hand vote of 17 in favor, 3 against.

Public Comment on this item : There were no public comments on this item.

XIV. Severe Need & Eligibility Criteria Definition Discussion

Laura Thomas *Planning Committee Prioritization Topic

CM Thomas discussed the Eligibility Criteria for Title I, and the Severe Need and Special Populations Definition. CM Thomas indicated that the Planning Committee reviewed and agreed not to make any changes to these criteria and definition this year. CM Thomas suggested that Council review and discuss the documents provided to Council Members and others present. (Copies of these documents on file at Council Support Offices).

Several Council members discussed the ambiguity in the item regarding "recent criminal justice history" and CM Thomas indicated that the Planning Committee would review this at an upcoming meeting.

Council also asked specific questions with regard to defining homelessness. CM Thomas suggested that this would also be taken back to Planning for review.

CM Allgaier agreed with the sentiments, and added that the various definitions of homelessness from DPH and HUD need to be reviewed before the Planning Council can create its own definition for purposes of defining "severe need."

CM Blum thanked Planning Committee for their work on this project, and suggested more clarity on the mental health issue, and believes this is an amazing start.

Russ Zellers commented on how some of these definitions were arrived at, and changes and additions made to defining severe needs, and explained how community input played a role.

CM Durio asked how "active substance abuse" is defined.

Russ Zellers indicated that this involved a long discussion and explained how it was finally defined by having the primary care physician identifying it in the medical chart, another way is through an assessment from a mental health counselor or case manager, using an Addiction Survey Index.

CM Pugh offered suggestions for making these definitions more usable for laypeople by offering some thumbnail descriptions of the various mental health diagnoses, and it would also serve as a way to educate Council Members on the issue.

CM Blum reiterated the need for clarification, otherwise just about anybody qualifies as severe need.

CM Pugh asked who reported the mental health issues on Reggie.

Celinda Cantu from Reggie explained that this would be an objective analysis from the case manager could make a notification on Reggie and it would be supported by the client records.

CM DiCrocco asked if someone has the dual diagnoses of substance abuse and mental health will they get a higher ranking as a more severe need than with just one diagnosis, and if this would provide an advantage for someone to obtain more services.

CM Thomas indicated that the care providers will determine what services are needed. She indicated that she would take the matter to Planning to review the issues around incarcerated individuals and the homeless definition.

Public Comment on this item: There were no public comments on this item.

XV. Membership- VOTE

Membership Committee *The Committee would like to recommend the following new Council Membership Candidates for appointment to the Council: Robert Oropeza, Kim Pickens, Clarence Smelcer, Ellen Sweetin*

CM Hume reviewed the summaries of new candidates for council membership forwarded from Membership Committee.

With a hand vote all in favor of approving the new candidates for membership to the Council.

Public Comment on this item: There was no public comment on this item.

XVI. New Business/ Next Agenda

XVII. Adjourned *The meeting adjourned at 7:25 pm.*

San Francisco

HIV Health Services Planning Council

Milton Marks Conference Center
The State Building
455 Golden Gate Ave. (Between Larkin & Polk St.)
Lower Level, San Diego Rooms B&C

May 23, 2005
4:30 PM - 7:30 PM

DRAFT AGENDA

I. Call to Order **4:30 PM**

II. Roll Call **4:32 PM**

III. Review and Approval of Agenda **4:35 PM**

IV. Review and Approval of Minutes- April 25, 2005 **4:37 PM**

V. General Announcements **4:40 PM**

- *Reminder for Council Members to Complete Meeting Evaluation Forms*
- *Update on Mentorship Program from Council Support*

VI. Public Comment **4:45 PM**

VII. CARE Title I FY2005 Planned Allocation-VOTE **4:50 PM**
Brenda Walker, Director Budget and Finance, AIDS Office
The Council will vote whether to approve the Care Title I FY 2005 Allocations.

Public Comment on this item

VIII. Prioritization Schedule Update **5:40 PM**
Laura Thomas, Planning Committee Co-Chair
A brief update on the Prioritization Schedule

IX. Dinner Break **5:45 PM**

X. Reggie Presentation **6:00 PM**
Celinda Cantu, HIV Health Services Data Coordinator, AIDS Office
Presentation on the Reggie System with Question and Answer Session to follow

Public Comment on this item

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XI. Working Group Updates 7:15 PM

Co-Chairs of Working Groups will present an update of activities and progress.

- ***Needs Assessment Working Group***
- ***Counties Working Group***
- ***Housing Working Group***

Public Comment on this item

XII. New Business/ Next Agenda 7:25 PM

Council Members will have an opportunity to complete Meeting Evaluation Forms

XIII. Adjourned 7:30 PM

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I. Call to Order
CM Booker called the meeting to order.

II. Roll Call
Council Support called the roll. Quorum was met. Ten Council members were absent as of the beginning of the meeting. (See Column 1, on Attachment A).

III. Review and Approval of Agenda
Council Members reviewed the agenda. CM Byers moved to approve the agenda. Seconded. Without changes, the agenda was approved by consensus.

IV. Review and Approval of Minutes- April 25, 2005
Council Members reviewed the minutes from the April 25, 2005 Council Meeting. CM Hume moved to approve the minutes. CM Thomas seconded. Without objection, all were in favor of approving the minutes.

V. General Announcements
CM Booker reminded Council members to take time to complete the Meeting Evaluation Forms.

Council Support Wilhelmina Parker provided an update on the Mentorship Program, and indicated that several Council Members have volunteered to participate in the program.

CM Thomas announced that Continuum's board decided to close the adult day program and the last day is this coming Friday, May 27. The decision was made to close the program because it could not be run on current reimbursements and no additional funding streams could be identified. Clients are being transitioned. The other five programs of Continuum are alive and well. CM Thomas introduced Chiquita Tuttle, the new Interim E.D.

CM Molnar announced an event on a Women's Forum (flyers available).

CM Antonetty announced that she is sending around a card and envelope for contributions for the purchase of a gift certificate for Council Support, Leah Crask who is having a baby.

CM Banks announced that he would like to see a larger turnout at the Women's Forum event than has been seen in prior years.

VI. Public Comment

Chiquita Tuttle announced that she has been doing interim ED positions for several years, and asked members of the Planning Council to be patient and supportive of Continuum as they are looking for other ways to provide these services to the community.

(A client/member of Continuum) announced that he is being affected by cuts at Continuum. He is trying to find another program and has discovered that he is either too old or too young to qualify. He hopes that in the near future, the doors of Continuum's adult day care program are reopened at least twice a week.

Peter Fogel with Walden House thanked the Council with regard to their difficult decisions. He indicated that there has been a significant reduction in beds in residential treatment facilities. He stated that this has had a huge impact on people's health. He asked the Council to keep this in mind when considering budget cuts.

CM McMurray announced that today is his last council meeting, as he has been called to be a pastor of an MCC church in Gainseville, Florida. He expressed appreciation for serving on the Council, but now must answer another calling. He said this is a bitter-sweet decision, and plans to take everything he has learned here with him to Florida, and encouraged other Council Members to stay in touch. He thanked co-chairs of the Council and of his committee. Council Members applauded CM McMurray for his contribution to the Council.

VII. CARE Title I FY2005 Planned Allocation-VOTE

Brenda Walker, Director Budget and Finance, AIDS Office

The Council will vote whether to approve the Care Title I FY 2005 Allocations.

Russ Zellers announced that Brenda Walker was unable to attend and indicated that he would pick up where left off last month. Mr. Zellers pointed everyone to the budget documents (on file at Council Support Offices). Mr. Zellers reviewed the budget with Council Members.

CM Pugh asked a question about detox and Mr. Zellers explained.
CM Sallee asked about the current extended contracts from the ISPs. Mr. Zellers explained the cut with regard to those services going into the COEs to avoid doing a lot of extra contracts.
CM Banks asked about administrative costs, whether this was COEs or something else. Mr. Zellers indicated that this refers to the 5% allowed for DPH administrative expenses.
CM Thomas asked if the San Mateo and Marin counties allocations would be listed on the same spreadsheet. Mr. Zellers explained that the counties are preparing a similar budget.
Michelle indicated that this was provided by the counties at a previous meeting.
Mr. Zellers also indicated that the HRSA categories are noted on the documents he provided.
CM Simmons thanked Mr. Zellers for coming, and directed a comment to the AIDS Office, and indicated that the process has been delayed for three months because of Ms. Walker's inability to attend, and now the letter needs to be signed and sent tomorrow. He suggested that this is inconsiderate of the Council.
CM Hume supported CM Simmons' comments, as this could have been done last month. He expressed thanks to Mr. Zellers, but believes it is unacceptable for Ms. Walker to disrespect the Council by not attending and suggested that this cannot happen again. Mr. Zellers explained that HIV Health Services knows the numbers equally as well as fiscal.
Michelle Long Dixon corrected the record and stated that the Council has not been waiting on Ms. Walker for three months. She indicated that the information was given in advance so it could be reviewed and it was planned this way. She needs for the rest of the Council to understand, and she

suggested that the comments in general announcements are not appreciated by the grantee who is staffing ten committees of the Council. She suggested that nobody at the table has commented about the inappropriateness of certain comments by Council members. Creating barriers, acting unprofessionally, and calling names is not the way to work collaboratively. She invited the Council to think about why people don't come back when invited as guests.
CM Banks indicated that nobody wanted to stay fifteen minutes late to listen to Ms. Walker's presentation at a previous Council meeting. If this information is so important why couldn't anybody stay longer. He suggested rigorous introspection to determine what role the Council plays in this matter and the communication problems.

CM Allgaier commented that the Council and AIDS Office has been generating tension, and reminded Council Members of the need to work together and that the AIDS Office staff are guests. Co-chairs have been discussing ways to improve the working relationship, and suggested everyone become familiar with the Memorandum of Understanding which spells out communication and reporting between the Council and the AIDS Office.

CM Pearce commented that he has been on the Council for many years and it seems to him that lately tensions have been higher than usual. CM Pearce discussed specifics examples that have occurred over the past few weeks at various Committee meetings, and indicated that everyone is trying to accomplish the same thing. He suggested that the games stop and people work together and stop pointing fingers.

Mr. Loyce of the AIDS Office commented that there are high levels of tension recognized by the AIDS Office. They have responsibility for communicating things to the Council and its committees to resolve the issues that have emerged. He plans to take a more active role in these issues and attempt to address them as they emerge. He is interested in going forward and stated that pointing fingers is not productive. Mr. Loyce provided his phone number (554-8461) and invited people to call to discuss issues and concerns.

CM Booker asked if anyone had specific comments or questions regarding the budget.

CM Thomas made a motion to approve the FY2005 Title I and Title II Allocations as represented on the spreadsheet. CM Pugh seconded.
No further discussion.
Public Comment on this item
No public comments.
Roll Call Vote (COLUMN 2 on Attachment A). All were in favor of approving the budget.

VIII. Prioritization Schedule Update

Laura Thomas, Planning Committee Co-Chair

CM Thomas provided an update on the prioritization schedule. First meeting in July 11, and the second on July 25. She discussed the two-day meeting on August 26 and 27. She indicated that a location is being worked on for this two-day meeting.
CM Allgaier added that an outside facilitator is being sought, and Council Support and the Planning Committee have not identified who that will be. CM Allgaier invited Council Members to offer names of anyone interested in filling this role.
No public comment on this item.

IX. Dinner Break

X. Reggie Presentation

Celinda Cantu, HIV Health Services Data Coordinator, AIDS Office

Celinda Cantu provided a presentation on the Reggie System. (Handouts available at Council Support Offices). Several Council Members addressed questions to Ms. Cantu which she answered during the presentation. Several Council Members asked for specific items that could be run through the Reggie System. Council Support to provide these to Celinda at a later date.

Public Comment on this item

One public comment included that Reggie data is only a snapshot, and indicated that it has more possibilities than is being looked at. She suggested that a more focused picture could be obtained by looking at the data at different ways.

XI. Working Group Updates

Co-Chairs of Working Groups will present an update of activities and progress.

(Because the meeting was ahead of schedule, this item was discussed prior to dinner break).

CM Kanios read into the record a document provided by Council Support (on file at Council Support offices), providing an update with the Needs Assessment Working Group. CM Kanios indicated the date of the next meeting and discussed that it has been a pleasure working with Harder & Company.

CM Banks indicated that he took the survey and some of the questions were extremely hard to answer. The people running the survey were unbiased and not trying to solicit particular answers. He drew attention to grammatical errors on the survey. He expressed confusion with regard to definitions on the survey.

CM Kanios invited CM Banks to the next Needs Assessment working group. He suggested that the survey is client friendly and provider friendly.

CM Sweetin provided an update on the Counties Working Group and indicated that the group developed a list of 20 items to be addressed, as well as a mission statement and scope of work. She stated that the working group now has a handle on what will work for the group, expectations, relationships, rules, etc.

CM Hume asked for the ultimate goal of the Counties Working Group. CM Sweetin read the Mission Statement for the Council.

CM Banks indicated that he heard nothing about "consumers" in that Mission Statement.

CM Sweetin suggested that consumers are not considered separate from the Advisory Board, and that over half are consumers. She invited CM Banks to attend the next Counties Working Group.

CM Antonetty invited anyone with questions to attend the next Housing Work Group meeting. She provided a review of the policies and procedures in place with regard to length of stay in certain housing programs, the recent HRSA consultant visit, and his observations, the recommendations to HRSA. She indicated that the issues will be continued to be discussed, primarily the issue with regard to moving "housing case management" to a separate category out of housing so as not to inflate that category.

CM Allgaier thanked Council Support and AIDS Office staff, for the added work of the ad hoc committee working groups.

Public Comment on this item. No public comments.

XII. New Business/ Next Agenda

CM Booker reminded Council members to complete their meeting evaluation forms.

XIII. Adjourned

CM Booker adjourned the meeting at 7:20 pm.

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HIV Health Services Planning Council

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June 27, 2005
4:30 PM - 7:30 PM

DRAFT AGENDA

I. Call to Order **4:30 PM**

II. Roll Call **4:32 PM**

III. Review and Approval of Agenda **4:35 PM**

IV. Review and Approval of Minutes- May 23, 2005 **4:37 PM**

V. General Announcements **4:40 PM**

- *Reminder for Council Members to Complete Meeting Evaluation Forms*
- *Need for San Francisco Co-Chair of Counties Working Group*
- *Welcome new Co-Chairs of Community Outreach & Advocacy Committee*
- *Council Member Banks will read a letter*

VI. Public Comment **4:45 PM**

VII. HRSA Consultant Recommendations **4:50 PM**
Harold Phillips, HRSA Consultant
Mr. Phillips will present his recommendations to HRSA regarding the Length of Stay Proposal, and will answer questions from Council Members.

Public Comment on this item

VIII. Grantee Quarterly Report **5:25 PM**
Michelle Long, Director HIV Health Services
Council Members will be presented with a Quarterly Report from the Grantee.

Public Comment on this item

IX. Prevention Update **5:45 PM**
Israel Nieves-Rivera and Gayle Burns, Community Co-Chairs of HIV Prevention Planning Council (HPPC)
A presentation from HPPC will include current issues and priorities in prevention, new HIV prevention funding, and an update on rapid testing.

Public Comment on this item

☺ **Dinner Break** **6:05 PM**

X. Removal for Cause and Member Discipline Policy - VOTE 6:20 PM

Brad Hume, Membership Committee Co-Chair

Council Members will vote whether to approve the Removal for Cause and Member Discipline Policy for inclusion in the Planning Council Policy & Procedure Manual.

Public Comment on this item

XI. Respectful Engagement Policy – VOTE 6:45 PM

Brad Hume, Membership Committee Co-Chair

Council Members will vote whether to approve the Respectful Engagement Policy for inclusion in the Planning Council Policy & Procedure Manual.

Public Comment on this item

XII. Prioritization Schedule Update 7:05 PM

Laura Thomas, Planning Committee Co-Chair

A brief update on the Prioritization Schedule

Public Comment on this item

XIII. Working Group Updates 7:15 PM

Co-Chairs of Working Groups will present an update of activities and progress.

- ***Needs Assessment Working Group***
- ***Counties Working Group***
- ***Housing Working Group*** *– Brad Hume amd Margot Antonetty, Co-Chairs*

Public Comment on this item

XIV. New Business/ Next Agenda 7:25 PM

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*

XV. Adjourned 7:30 PM

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I. Call to Order
Co-chair Allgaier called the meeting to order.

II. Roll Call
Council Support called roll. See Attachment A, Column 1. Quorum was met.

III. Review and Approval of Agenda
Council Members reviewed the agenda.

The agenda item for Housing Consultant was taken off the agenda
Move Item #XII before dinner break to replace #VII.

IV. Review and Approval of Minutes- May 23, 2005
Council Members reviewed the minutes from the May 23, 2005 Council Meeting. The following changes were noted:

CM Allgaier requested a change to the item on Page 3 where CM Allgaier commented about AIDS Office staff being guests to reflect that this was actually a comment made by Michelle Long.

No other changes were discussed. With those changes, the minutes were approved.

V. General Announcements
- *Reminder for Council Members to Complete Meeting Evaluation Forms*
- *Need for San Francisco Co-Chair of Counties Working Group*
- *Welcome new Co-Chairs of Community Outreach & Advocacy Committee*
- *Council Member Banks will read a letter*

CM Allgaier welcomed back CM Hicks after her time in Africa. He reminded Council Members regarding the birth of Council Support Leah Crask's baby. He congratulated Anita on receiving her MPA. CM Allgaier's final announcement reminded council members about a GAO report that had been emailed earlier regarding the Coburn Hearing on the CARE Act.

CM Sallee announced that she was leaving the SF Community Consortium Clinic and moving to Kaiser Community Benefits Program, and will no longer be representing Title II. The Consortium will put forth a nomination, probably a provider at the clinic. She has made a

request to Council Support and Membership to continue her term on the Council, as well as her involvement with the Needle Exchange Program.

CM Hume made an announcement regarding the HOPWA Loan Committee, and asked for Council Members interested in filling the vacant seat. Interested parties should contact Council Support, with a process for approving someone in the July Council meeting and to the mayor's office for final appointment.

CM Molnar announced the upcoming self-care mini retreat called "time out", coming up on July 15, from 8:30-5:00 pm. This is part of the Shanti California Peer Educator Project (CPEP) Learning Series. CM Molnar made flyers available (and on file at Council Support offices).

CM Allgaier made an announcement regarding the need for a San Francisco chair for the Counties Working group.

CM Durio announced that CM McMurray's departure from the Council leaves an opening for the Prevention for Positives representative, and suggested that anyone interested should contact Council Support to be available at the next committee meeting. CM Durio also introduced the new co-chairs of the COA Committee, Wilfredo Ortiz and Raymond Banks.

CM Banks chose not to read his letter as indicated on the agenda, and instead commented about the need to look at developing a policy regarding acquisition of documents. He elaborated on the disparity of the matter, and explained how he sees some Council Members having access to documents and other Council Members do not. He suggested a policy that fosters a sense of inclusion rather than exclusion.

VI. Public Comment

Michael Patrella distributed a flyer about the declining HIV rate (copy on file at Council Support Offices). He mentioned that all the rates are down and expressed concern that nothing is being announced to the community. He suggested that the gay community needs some positive reinforcement. He announced other issues regarding inaccurate reporting of statistics. He requested that the document be made available to all Council Members.

Commissioner Jim Illig, following up on his earlier meeting with the co-chairs, mentioned his concern regarding the budget of the Health Commission. He provided testimony about his concerns, primarily that the City Budget has been cut 43% and the Planning Council has not been cut anything close to that. He suggested that with the 5% Ryan White cut the Council should cut 5% across the board. The Health Commission looked at an increase in Council Support expenses, and suggested that other programs are being closed at the Health Department. His point was that decisions made by the Planning Council have ramifications far beyond this room. He wants the Council to look at Council Support and think about services being cut. He concluded with additional comments regarding decreasing the need for Council Support.

VII. HRSA Consultant Recommendations

Harold Phillips, HRSA Consultant

Mr. Phillips will present his recommendations to HRSA regarding the Length of Stay Proposal, and will answer questions from Council Members.

[This item removed from the agenda since Mr. Phillips was not present due to illness.]

VIII. Grantee Quarterly Report

Michelle Long, Director HIV Health Services

Council Members will be presented with a Quarterly Report from the Grantee.

Michelle Long distributed a document: *1st Quarterly Report to the HIV Health Services Planning Council FY 2005-06 (March-May 2005) dated June 27, 2005.* (Copy on file at Council Support Offices). She reviewed and discussed the information contained in the document, including: Contract Status Report; Monitoring Process; Solicitations; Conditions of Award and other program terms met March 2005-June 2005; Quality Management; and Coburn Hearing on the CARE Act. She addressed questions from the Council on each of these items.

CM Allgaier added a comment to the record that he was misquoted. He explained correctly that Title I funding is not used to purchase clothing, but vouchers are made available for household goods.

Michelle explained a new policy that involves the Health Commission reviewing all contracts.

Council discussed issues with regard to the Health Commission reviewing contracts developed by the Health Department, and they have the authority to ask questions, and request additional information. Michelle stated that there is no history of the Health Commission refusing to approve any contracts brought forward by the AIDS Office.

CM Siron announced a meeting on July 19 at the Health Commission that will be looking at the Planning Council budget. CM Allgaier added that the SF EMA is the lowest per capita award of any EMA, and among the lowest spent on Council Support.

CM Thomas provided more specific information regarding the Senate hearings on reauthorization.

Public Comment on this item

Michael Patrella commented that money received in San Francisco may be cut because of excesses and inappropriate spending. He suggested honest evaluations of the numbers being manipulated by the Health Commission. He further commented that agencies should work together and merge to avoid closure of additional programs.

IX. Prevention Update

Israel Nieves-Rivera and Gayle Burns, Community Co-Chairs of HIV Prevention Planning Council (HPPC)

A presentation from HPPC will include current issues and priorities in prevention, new HIV prevention funding, and an update on rapid testing.

Israel Nieves-Rivers and Gayle Burns provided an update on Prevention, and answered questions from Council Members.

Public Comment on this item

Michael Patrella reiterated his comments earlier about manipulating the numbers, and emphasized that the gay community has done a lot to bring down the infection rates of STDs and HIV and the community should be praised and acknowledged for this achievement. He added that the gay community has been demonized for too long and there needs to be some effort to address these positive achievements.

☺ **Dinner Break**

X. Removal for Cause and Member Discipline Policy - VOTE

Brad Hume, Membership Committee Co-Chair

Council Members will vote whether to approve the Removal for Cause and Member Discipline Policy for inclusion in the Planning Council Policy & Procedure Manual.

CM Allgaier introduced the policy and explained the reasons it has been developed. CM Hume added that the draft policy has been on the table for over two years and due to the efforts of many Council Members and increased Council Support the policy actually has come to fruition. He further explained that this is not new, and there have been multiple drafts through the Membership Committee and other Council Members who have participated. CM Hume thanked Jack Newby and Council Support for doing research on other EMAs and Planning Councils to get a sense of what is appropriate. He mentioned that the Prevention Council has a similar policy.

There will be a motion to adopt this policy. Since it came from a Committee there is no need to second.

Council Members reviewed the policy. CM Hume indicated that the only additions from the City Attorney's office are highlighted on the attached document, and he read aloud, which includes additional language not seen and approved by Membership or Steering Committees. He explained the process that is incorporated into the document, and gave examples of why the policy would be needed to remove a Council Member.

CM Hicks followed up with comments regarding the months-long process involved in creating this document. She explained that there were some concerns expressed by some Council Members that this document was created to get rid of certain people. She spoke to the spirit of the policy, which is to have some process to refer to when needing to address behavioral problems, and it is necessary protection to fall back on when unexpected situations arise.

CM Hume moved to approve the document as amended.
CM Sallee seconded.

CM Kanios spoke in favor of the motion as it is a form of checks and balances, as long as it is not used maliciously. CM Kanios stated how integrity is important.
CM Hume followed up that this issue was discussed with Membership Committee, and pointed out the item referring to "repeated unsubstantiated allegations".

CM Banks commented about the monitoring process regarding new convictions, or other items listed in the conduct. He read the definition for "moral turpitude" and expressed concern about who would decide good morals and modesty. He further added a comment from Plato's *Republic* that related to his concerns about the Planning Council making decisions. He stated that he has not seen too much disruption take place, and suggested calling 911 when problems arise. CM Banks spoke against the motion.

CM Antonetty spoke in favor of the motion and thanked Membership Committee for doing all the work. She expressed concern regarding the lack of a grievance process. She also expressed

some concern about the interpretation of some of the language. She also expressed a concern about anonymous allegations, and whether they would be considered.

CM Miller expressed a concern regarding wording and use of the word "copied" and asked if it meant the same as "forward." CM Hume clarified that it meant the same.

CM Booker thanked everyone for working on this policy, and agreed there needs to be a process such as this. She expressed gratitude for running this by the City Attorney. She spoke in support of adopting this policy. She explained her desire to have a due process for someone who gets out of control, and the policy is not designed to go after any individuals.

CM Thomas spoke in favor of the proposal and appreciated the work that went into it, as it is a way to hold the group accountable. It is necessary, she added, to have a level of trust among the group. She explained that it is good to have this policy in place now rather than trying to develop one while in the midst of a crisis. One concern regards new conviction of illegal behavior, and explained how the Council seeks out members with a criminal justice history to serve on the Council.

CM Ortiz echoed comments of CM Hicks. He added that the policy is not designed to go after any one individual. This was not thought of recently, but rather has been worked on for over two years. He spoke in favor of the policy and the motion to adopt it.

CM Siron spoke in favor of the motion, and called the question.

VOTE ON CALLING THE QUESTION: By raised hand.
16 in favor; 10 opposed. Calling the question did not pass.

CM Allgaier continued with comments received from the City Attorneys Office. He explained that the Council has not been holding itself accountable, and this is a good way to start. He stated that no policy can cover all scenarios but provide a basic framework. He explained that there are good people on the Council with the right intentions. He spoke in favor of the motion.

CM Durio gave CM Banks permission to vote proxy for him. After announcing to the Council "You don't want to hear what I have to say" he departed the meeting.

CM Hicks commented that the likelihood of anything happening is low, but the idea behind the policy is to have something in place when the need arises.

CM Graham spoke in favor of the policy, and suggested striking the sentence regarding "new conviction of illegal behavior or crime of moral turpitude." Regarding II.b. An extra "Chair" in the sentence.

She made a motion to strike that clause. Motion was seconded.

CM Hume indicated that this was a very light policy compared to those used in other EMAs. He spoke against the motion to strike the clause.

CM DiCrocco spoke in favor of CM Graham's motion to strike the clause.

CM Banks commented that he was neutral on CM Graham's motion to strike the clause. He expressed concern that the numerous drafts have not accurately reflected the language regarding convicted felons.

CM Kanios spoke against the motion to amend the policy and suggested adding terminology reflecting "at the discretion of the council" or two-thirds vote.

CM Hicks added that the removal of the word "felony" was a result of the democratic process and that it had gone through committee, voted on, through steering, and voted on again, where everyone in the room was part of the democratic process. She asked Jack Newby to provide some background about the inclusion of this particular language.

Jack provide history, that Membership Committee asked him to do research on the language from other EMAs, and explained that other policies could remove people for good cause. Much of the language in the policy at hand was adopted from the Ethics Commission, as well as the Austin, Texas EMA. He added that the City Attorneys additions regarding "substantial evidence" is a set standard. He explained the difference between preponderance of the evidence and beyond a reasonable doubt, and explained that this falls in between. His conversations with the Mayor's office indicated that the Mayor's office was pleased that the Council was doing this, and added that Membership Committee wanted it passed by Mayor's Office and City Attorney's Office.

CM Siron called the question on the amended motion by CM Graham.
CM Hicks seconded.
25 in favor. None opposed to calling the question.

VOTE: To remove the clause proposed by CM Graham: 15 Yes/12 No. (See Attachment A, Column 2). The motion to remove the clause did not pass.

Discussion continued.

CM Banks indicated that he was still concerned about when the term "convicted felony" was removed, and emphasized that he wants a response to why and when the language was changed.

CM Hicks provided an explanation.

CM Siron called the question for the motion to be adopted. Seconded.
In favor of calling the question: 22y/1 N

VOTE: ON MOTION TO ADOPT THE POLICY: 25 in favor, 3 opposed.
Roll CALL VOTE: See Attachment A, Column 3.

Public Comment on this item
No public comment.

XI. Respectful Engagement Policy – VOTE

Brad Hume, Membership Committee Co-Chair

Council Members will vote whether to approve the Respectful Engagement Policy for inclusion in the Planning Council Policy & Procedure Manual.

CM Hume provided background on the policy and thanked Council Support Wilhelmina Parker for her work on developing this policy. CM Genauracos provided an updated version. CM Hume reviewed the document. CM Hume explained that this is common-sense, and suggested that it is a way to help things move smoother.

Motion to accept and adopt the policy, doesn't need a second.

CM Geanuracos proposed an amendment (distributed to all Council Members present). She explained how there is a balance trying to be built between those who have professional background and those who have more life experience. Necessary to make everyone feel welcome and comfortable to participate. She explained that providers must work harder to make it comprehensible to the public and lay people who come onto the Council. She read the amendment regarding speaking in simple language, avoiding acronyms, etc. She added that not everyone can remember everything that has happened over the years, and it is respectful.

CM Byers seconded.
No discussion on amendment.
Hand vote for amendment. All in favor. None opposed.

Roll call vote regarding adoption of the policy as amended. See Attachment A, Column 4. 25 in favor; one no vote (by proxy), and one abstention.
The motion to adopt the Rules of Respectful Engagement Policy passed.

Public Comment on this item
None

XII. Prioritization Schedule Update

Laura Thomas, Planning Committee Co-Chair
A brief update on the Prioritization Schedule
[This item moved up on the agenda to replace the item regarding the HRSA Consultant which was removed from the agenda.]

CM Soto indicated that the preparations are being made for a space. He provided an update regarding interviews of facilitators. He updated Council about the informational binder and agenda being put together. He reminded Council about two Council Meetings in July (on the 11th and 25th). He discussed the two-day August summit, with the first day to focus on information and data, and the second to focus on prioritization and allocation. CM Thomas indicated that the time has not been set. She followed up with the status of the Planning Committee activities, and reported on the work around refining service categories. She explained that the Committee is waiting for recommendations from the Needs Assessment to include in the priority setting. Additionally, information will be available regarding reduced funding scenarios. There will be presentations available so that Council Members are not reading paper all day. She requested for Council Members to inform Planning Committee and/or Council Support regarding any suggestions for information to be included in the binder. It was clarified that the binders would be made available prior to the two-day summit.

Public Comment on this item

Michael asked about the epidemiology reports that would be included in the two-day summit, specifically what exactly would be presented, and how does the public get a copy of what is presented at the meeting. CM Allgaier explained that questions from the public could not be addressed during the meeting but could be answered during the break.

XIII. Working Group Updates

Co-Chairs of Working Groups will present an update of activities and progress.

- ***Needs Assessment Working Group***
- ***Counties Working Group***
- ***Housing Working Group*** – *Brad Hume and Margot Antonetty, Co-Chairs*

[By consensus, Council agreed to omit this item from the agenda].

XIV. New Business/ Next Agenda

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*

XV. Adjourned

CM Allgaier adjourned the meeting at 7:30 pm.

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Committee attendees.

HIV Health Services Planning Council

Milton Marks Conference Center
The State Building
455 Golden Gate Ave. (Between Larkin & Polk St.)
Lower Level, San Diego Rooms B&C
July 11, 2005
4:30 PM - 7:30 PM

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DRAFT AGENDA

I.	**Call to Order**	**4:30 PM**
II.	**Roll Call**	**4:32 PM**
III.	**Review and Approval of Agenda**	**4:35 PM**
IV.	**Review and Approval of Minutes-** ***June 27, 2005***	**4:37 PM**
V.	**General Announcements**	**4:40 PM**
VI.	**Public Comment**	**4:45 PM**

VII. Alternative Funding Streams Presentation **4:50 PM**
Jeff Byers, California Department of AIDS, CARE Section
Council Member Jeff Byers will present a report on alternative funding streams, including Title II, ADAP, and other state funds. Council Members will have an opportunity to ask questions.

Public Comment on this item

VIII. HIV/AIDS Provider Network Presentation **5:15 PM**
Mike Smith, HAPN
Council Members will be presented with an update from HAPN, and have an opportunity for discussion and to ask questions.

Public Comment on this item

IX. Dinner Break ☺ **6:15 PM**

X. Service Categories Presentation – Discussion - VOTE **6:30 PM**
Laura Thomas and Don Soto, Planning Committee Co-Chairs
Proposal from Planning Committee regarding Service Category definitions.

Public Comment on this item

XI. Needs Assessment Update 7:20 PM

Catherine Geanuracos, Needs Assessment Working Group Co-Chair and Harder + Co.

An update on the Needs Assessment Process

Public Comment on this item

XII. New Business/ Next Agenda 7:25 PM

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting is scheduled for July 25, 2005.*

XIII. Adjourned 7:30 PM

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Committee attendees.

HIV Health Services Planning Council
730 Polk Street San Francisco, CA 94109
****
San Francisco Department of Public Health, AIDS Office
25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

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HIV Health Services Planning Council
Milton Marks Conference Center
The State Building
455 Golden Gate Ave. (Between Larkin & Polk St.)
Lower Level, Benicia Room
July 11, 2005
4:30 PM - 7:30 PM
DRAFT MINUTES

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I. Call to Order
CM Siron called the meeting to order.

II. Roll Call
Council Support called the roll and quorum was met. See Attachment A, Column 1.

III. Review and Approval of Agenda
Council Members reviewed the agenda. CM Siron made a motion to approve the agenda and it was seconded. The agenda was approved by consensus.

IV. Review and Approval of Minutes- June 27, 2005
Council Members reviewed the minutes from June 27, 2005.

CM Sallee requested changes to the minutes regarding Title III representation, and will submit her changes in writing to Council Support. Her changes affected her announcement regarding her representation of Title II, should be Title III. Additionally, the phrase "provider at the clinic" was corrected to read "provider from one of the Title III clinics. The final change from CM Sallee pertains to the final portion of her announcement to read as follows: "…continue her term on the Council as a Community Advisory Board Member of SF Needle Exchange Program."
CM Allgaier made a change regarding Item VIII to change the words "he was misquoted" to "he misstated". Additionally, CM Allgaier corrected the spelling of Mr. Petralis' name.
CM Siron made a motion to approve the minutes. With those changes, the minutes were approved.

V. General Announcements
CM Banks made an announcement that he is stepping down as co-chair of COA Committee.
CM Ortiz co-chair of COA committee announced the Community Meeting on August 10 at Walden House and encouraged other CMs to attend.
No other announcements.

VI. Public Comment
• Michael Petralis addressed the Council regarding AIDS cases and AIDS deaths in San Francisco and cited an 81-page epi-report. He discussed an 11% decrease in the AIDS caseload in San Francisco.
• Dana Van Gorder of San Francisco AIDS Foundation discussed collaborating with Project Inform and implementation of Medicare Part D program and the associated out-of-pocket expenses. He discussed briefly how this can affect people who receive medication from ADAP and must pay co-pays.
• Patrick Monette Shaw expressed disappointment with Council Director Mr. Newby and Co-Chair Allgaier regarding their recent article in the B.A.R. and implied that the inflated statistics reported by the SF CARE Council are affecting people negatively.
• Bill Barnes discussed the City budget, and the proposed cuts of some $15 million. He emphasized that

if some of the people who spoke earlier have their way, the cuts could be more. He added that it would be helpful to send a letter or email to the Board of Supervisors expressing support.

VII. Alternative Funding Streams Presentation
Jeff Byers, California Department of AIDS, CARE Section
CM Byers presented on alternative funding streams, including Title II, ADAP, CARE-HIPP, and other state funds. (Copy of PowerPoint presentation on file at Council Support Offices). Council discussed and asked questions of Mr. Byers who provided informative answers.

Public Comment on this item
• Tracy Brown from TARC, asked a question regarding MAI funds and Mr. Byers indicated he would address the question during the break.
• Patrick Monette-Shaw made a comment to encourage Mr. Byers to work to increase in the HIPP program.
• Bill Barnes commented on the usage of ADAP in other states, and suggested that the HIPP program has more value for the money.
• Michael Petralis – discussed the possibility of some errors in Mr. Byers presentation that reinforce his opinion regarding the negative effect of inflated numbers.
• Patrick Monette-Shaw commented "dump Reggie"

VIII. HIV/AIDS Provider Network Presentation
Mike Smith, HAPN
Council Members will be presented with an update from HAPN, and have an opportunity for discussion and to ask questions.
Mike Smith presented an update on the HIV/AIDS Provider Network and their recommendations to the Council regarding this year's prioritization and allocation process, service categories, and other matters. (Copy of PowerPoint presentation on file at Council Support Offices). Council Members directed comments to and asked questions of Mr. Smith who provided informative feedback.

Public Comment on this item
• Michael Petralis commented that the epi data points to the number of people infected with HIV/AIDS has decreased and out of 55 agencies none of the Executive Staff have taken a salary cut. His suggestion of agencies merging and collaborating is not happening.
• Patrick Monette-Shaw requested more transparency with the HAPN process, and suggested a facilitator. He added that there has been defunding of Adult Day Health Centers and suggested that the Director of Council Support position be eliminated to pay for research.
• Bill Barnes clarified Title I funding for Bayview had been funded in the past with general funds.
• An unidentified member of the public discussed the last time CARE money was provided to the Bayview and expressed offense that in 2005 there is suddenly concern for African Americans, and stated that there seems to be a disparity in services.

IX. Dinner Break 6:15 PM

CM Simmons indicated that it has been since the early 1990s that Title I money has been spent in Bayview, and wanted to clarify his earlier comments.

X. Service Categories Presentation – Discussion - VOTE
Laura Thomas and Don Soto, Planning Committee Co-Chairs
Proposal from Planning Committee regarding Service Category definitions.
CM Thomas presented a proposal for changing the way service categories are used to make decisions.

The Planning Committee and several other committees have looked at it to make a final recommendation, it was sent to Steering Committee where there were some concerns. There was no time for a Planning Committee meeting prior to this Council Meeting. At the direction of the co-chairs, Don Soto and Laura Thomas, as Planning Committee co-chairs took into account the Steering Committee concerns. Essentially, this recommendation is coming from CM Soto and CM Thomas and not the full committee, but represents the full conversation at Planning and Steering, and coming to Full Council for a final decision.
One issue at Steering was a concern about the existing status quo and what that looks like. CM Thomas reviewed the impact of changing the service categories. The federal agency, HRSA, provides a list of service categories allowed. CM Thomas provided additional information regarding the history of the SF EMA that has created its own categories, or used different terminology, to reflect the epidemic in San Francisco, similar to HRSA categories but not identical. She mentioned that this has become more problematic over time. Reggie, Needs Assessment, Priority Setting, reporting to HRSA and others use different lists. The effort here has been to come up with a consistent list.

She walked the Council through the proposal and passed out two documents (on file at Council Support Offices). The Council and the AIDS Office will use HRSA categories for prioritization, and continue to use local subcategories for allocation. Reports that come to Planning Council from the grantee will also contain subcategories. The AIDS Office cannot move money from one service category to another, and cannot move it into a category that has not been prioritized by the Council.

CM Molnar asked if the AIDS Office will have the ability to move funds within a service category.
CM DiCrocco asked about Complementary Therapies appearing on the chart. CM Thomas added that HRSA does not represent Complementary Therapy as a service category. She indicated that it falls under Other Support Services within the local subcategories.
CM Byers asked about Agenda Item X, and whether any adjustments could be made. He added two additions to Agenda Item X. To the first bulleted item: add "and the state" and to the third bulleted item add "and Title II".
CM Allgaier indicated that directives to the AIDS Office must be provided in order to be clear about the language and intent of how money is spent.
CM Thomas directed Council to the chart on the back of the handout providing examples of current categories, for example the subcategories of housing would all be collapsed into one category of Housing.
CM Thomas indicated that Planning Committee will come up with a list of categories to work with, but it is up to the Council to decide whether subcategories need to be moved up or down.
CM Banks asked about the process of this item coming to Council. CM Thomas clarified. CM Banks explained that it is setting a dangerous precedent and seems unfair to the public who may not have been aware of it. CM Thomas explained that several committees over several months have looked at this item all of which were noticed properly.
CM Durio asked if there was a motion on the table.

CM Thomas moved that the Council move to accept the three bullet points with the additions that CM Byers suggested.
CM Simmons seconded.

Discussion of motion:
CM Simmons spoke in favor of the motion and stated that it would make things simpler for the grants.
CM Molnar thanked CM Thomas and CM Soto for work on the proposal, but spoke against the motion. He believes the Council is backing into a corner with this proposal, and provided several specific examples. Because of the inconsistency in explanations about the motion from different Council members he feels the proposal is unsound.

CM Spaeth spoke in favor of the motion, and explained how Marin County has used the HRSA categories, and believes it will make it easier if all counties are using the same categories and same reporting.
CM Allgaier spoke in favor of the motion for three reasons: because the Council has combined Prioritization and Allocation at the same time which can cause some confusion. Because of reporting to HRSA that is different than what Council uses, it helps to keep budget accountable. His issue at the Steering Committee concerned allocations done at the subcategory level, and if directives are provided to AIDS Office this could be done in general. He expressed the need to be able to look at a budget and have it similar to what Council decided.
CM Kanios sees the value of having a standardized prioritization to look across the board. He stated that there is an obligation to the grantee, and spoke in favor of the motion.
CM Geanuracos stated that she is unclear. She asked if the grantee can move money within larger HRSA categories.
Michelle indicated that historically the appropriate committee is consulted if changes need to be made.
CM Hicks asked what is happening now with regard to the grant and the reports being filed to HRSA. She spoke in favor of motion.
CM DiCrocco spoke against the motion and echoed the concerns of CM Molnar. He sees the benefit of using HRSA categories and fears the AIDS Office could move money around in such a broad area without Council approval and could remove the Council from the process.
CM Durio – stated confusion and asked why there needs to be a change.
CM Thomas explained: so that the AIDS Office does not have to combine things from one category to another to make what Council the does fit properly into the HRSA categories. That way the recognizable service categories will appear in reports, provide consistency across the whole system. Reggie reports, budget, grant application, etc. She explained how this is meant to bring more consistency into the process so neither the AIDS Office nor the Council needs to make huge leaps to make everything work.
CM Durio spoke against the motion because he believes some of the smaller subcategories will eventually be lost due to lack of institutional memory.
CM Kleffner directed a question to CM Thomas regarding the use of subcategories in prioritization. CM Thomas explained.
CM Kleffner asked a question regarding directives to AIDS Office regarding subcategories.
CM Callandrillo commented on the value of aligning with HRSA categories, and expressed concern that the first part of the proposal seems reasonable and the other text seems unnecessary.
CM Thomas explained that the additional three paragraphs are background and description and not part of the proposal.
CM Pearce spoke in favor of the motion and reminded Council members that prioritization and allocation should be looked at as two separate issues and processes.
CM Booker called the question.
No objection to calling the question.

Public Comment –
• Patrick Monette-Shaw commented that the proposal abdicates the role of the Council to the AIDS Office.
• Russ Zellers spoke to the issue with regard to moving funds. He stated that the intent of the AIDS Office is to give flexibility, primarily with regard to unspent categories, not to move money willy-nilly. The ability to reallocate within a broader category such as housing, if there is unspent money and sufficient time to reallocate without major effort to obtain permission for changes.
• Bill Barnes commented that by standardizing the process it makes things easier, but if losing budgetary control then it can be problematic.

CM Thomas read the proposal in its entirety, including additions suggested by CM Byers.
Council Support read the roll for Council Members to vote on the proposal:

21 Yes/6 No. The motion passed. See Attachment A, Column 2.

Public Comment on this item No public comment

XI. Needs Assessment Update
Catherine Geanuracos, Needs Assessment Working Group Co-Chair and Harder + Co.
An update on the Needs Assessment Process
CM Geanuracos provided an update on the Needs Assessment process and referred Council members to the handout entitled 2005 SFEMA Comprehensive Needs Assessment Project Update dated June 27, 2005 (on file at Council Support Offices). She explained how Harder + Co has already exceeded the target for African Americans; the Latino numbers are low because the Spanish survey was late in getting out. She indicated that the numbers were slightly out of date since assessments have been completed since the compilation of this data. She explained that the survey is only part of the needs assessment, and indicated that the focus groups help to provide additional data. She provided an update with regard to the Provider Survey. She also discussed focus groups, and next steps. She explained that open enrollment for survey has closed but they are doing targeted intercept recruitment. Hope to have preliminary data before the two-day August summit. CM Geanuracos and CM Pearce (who both sit on the Needs Assessment subcommittee) informed Council that this is very raw data and more precise data will be available later and distributed to Council Members.

Jack Newby indicated that Harder & Co. will be at COA Committee this week to discuss information that came out of the consumer forums.
CM Banks asked if Council Members could attend focus groups to watch and listen. CM Geanuracos was unsure.
CM Kleffner indicated that it was decided that it was not preferred for her to participate in a Marin County group, as it may be a conflict of interest.
CM Geanuracos' opinion was that Council Members should not participate in the focus groups.
CM Allgaier suggested that the participation of a Council Member might influence the dynamics of the focus group and suggested that it was best for Council Members not to attend.

Public Comment on this item No public comment

XII. New Business/ Next Agenda
• *The next Council Meeting is scheduled for July 25, 2005.*

XIII. Adjourned
CM Siron adjourned the meeting at 7:31pm

Meeting minutes are considered to be in DRAFT form until reviewed and approved by Council attendees.

Home | Community Outreach & Advocacy Committee | Policy & Evaluation Committee | Evaluation Committee
Membership Committee | Planning Committee | Steering Committee

HIV Health Services Planning Council

Milton Marks Conference Center
The State Building
455 Golden Gate Ave. (Between Larkin & Polk St.)
Lower Level, San Diego Rooms B&C
July 25, 2005
4:30 PM - 7:30 PM

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I. Call to Order **4:30 PM**

II. Roll Call **4:32 PM**

III. Review and Approval of Agenda **4:35 PM**

IV. Review and Approval of Minutes- ***July 11, 2005*** **4:37 PM**

V. General Announcements **4:40 PM**

VI. Public Comment **4:45 PM**

VII. Summary Sheets Presentation **4:50 PM**
Russ Zellers, AIDS Office
The Planning Council will be presented with the AIDS Office Summary Sheets for use at the Prioritization & Allocation Summit Meeting. Council Members will discuss.

Public Comment on this item

VIII. Prioritization/Allocation Summit Preview & Mini-Training **5:40 PM**
Council Member Laura Thomas
- *Preview of the proposed agenda for the August two-day summit meeting*
- *Introduction of facilitator, Susan Strong*
- *Mini-training on the difference between the prioritization and allocation processes*

Public Comment on this item

IX. Dinner Break ☺ **6:25 PM**

X. Update on Health Commission Budget Hearing **6:40 PM**
Randy Allgaier, Council Co-Chair
Council will be updated on the outcome of the Health Commission Budget Hearing held on July 19, 2005 and the impact of decisions on the Planning Council.

Public Comment on this item

XI. Needs Assessment Update 6:45 PM

Allison Westin & Erika Takada, Harder + Co.

Council Member DiCrocco will introduce Harder + Co. representatives who will provide a brief update on the Needs Assessment process. Council Members will have an opportunity to ask questions.

Public Comment on this item

XII. Discuss Comprehensive Plan - VOTE 7:00 PM

Laura Thomas, Planning Committee Co-Chair

Council will discuss the best approach for completion of the Comprehensive Plan (formerly "Three-Year Plan") which is due on January 3, 2006. Council will VOTE whether to form a Comprehensive Plan Working Group.

Public Comment on this item

XIII. HOPWA Loan Committee Representatives – VOTE 7:25 PM

Wilfredo Ortiz and Kim Pickens, Co-Chairs Community Outreach and Advocacy Committee

The COA Committee presents candidates for Council approval as representatives on the HOPWA Loan Committee.

Public Comment on this item

XIV. New Business/ Next Agenda 7:28 PM

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting will be the two-day Prioritization/Allocation Summit on August 26-27 to be held at the San Francisco LGBT Center, 1800 Market Street*

XV. Adjourned 7:30 PM

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HIV Health Services Planning Council
730 Polk Street San Francisco, CA 94109
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San Francisco Department of Public Health, AIDS Office
25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

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DRAFT MINUTES

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I. Call to Order
Co-Chair Allgaier called the meeting to order.

II. Roll Call
Council Support called the roll and quorum was met.

III. Review and Approval of Agenda
CM Allgaier made a few housekeeping announcements, specifically regarding public announcements and decorum
CM Benham moved to approved the agenda.
CM Simmons asked to move Item #VIII to the beginning of the meeting. Council discussed, and it was agreed that ITEM VIII would come after public comment.

Agenda approved as changed.

IV. Review and Approval of Minutes- July 11, 2005
Council Members reviewed the minutes from July 11, 2005 Council Meeting.
CM Ortiz moved to approve the minutes. Seconded.
No objection.
Member of the public, Patrick Monette-Shaw commented regarding his comments at the top of Page 2 of the July 11, 2005 minutes and indicated that his statement was not "implied" but rather "clear as a whistle."

V. General Announcements
• CS Jack Newby reminded Council Members to submit any questions regarding Reggie so that they can be presented to Celinda Cantu.
• CS Jack Newby made an announcement regarding the August 10 COA Committee meeting that will be a Community Meeting to be held at 1885 Mission Street, Walden House, targeting the transgender community.
• CM Kleffner announced that CM Blum is a new father and she will pass around a card and solicit money for a gift.
• CM Hume announced that he submitted his resignation in writing to Council Support which will be effective September 28, 2005.
• CM Soto announced that he has finished his training for the SF Marathon and will be running Sunday morning.
• CM Simmons asked whether the DPH epi office could provide an update on the new figures and cited a recent SF Chronicle article that mentioned declining rates of HIV infection. Council discussed briefly.
• CM Antonetty announced a Project Homeless Connect event and brought brochures to distribute. www.projecthomelessconnect.com for more information. CM DiCroceo encouraged people to investigate Project Homeless Connect.

VI. Public Comment
Michael Petrelis mentioned a San Francisco Chronicle article last week and summarized the declining rates of HIV. He stated that this would have an effect on shifting funds to the most needy. He also discussed a woman from Alabama on the cover of POZ magazine as an example of someone who needs medications and suggested that San Francisco funds be shifted so that this lady can obtain her medications. He also pointed out an article in The L.A. Times regarding the HIV tracking system being scrapped. He asked for service providers to begin merging and to cut the salaries of executives, who he believes are being paid too much. He referenced the websites to find information regarding the articles mentioned and suggested that people read them.

Derrick Mapp at the Shanti LIFE program announced the beginning of a new LIFE Cycle program. He briefly explained the program and its benefits for people living with AIDS and mentioned that literature was available on the table at the back of the room.

Patrick Monette-Shaw discussed discrepancies regarding funds generated from the AIDS Marathon. He suggested that the Planning Council work with the Horizon Foundation to prioritize needs. He further suggested that San Francisco AIDS Foundation recognize that they cannot make promises to Bay Area residents while they shift money out of the country, specifically to a program in Africa.

Tim Patriarca, Executive Director of Maitri Hospice announced that Mary Ellen Mullin, a long-time Program Director is leaving Maitri and invited people to attend her going away party. He announced the job vacancy created by her departure.

CM Banks announced (as an un-affiliated member of the public and non-council member) that there are a lot of problems here in San Francisco that need attention, and suggested reconsideration of the idea of sending money elsewhere.

VII. Summary Sheets Presentation
Russ Zellers, AIDS Office
The Planning Council will be presented with the AIDS Office Summary Sheets for use at the Prioritization & Allocation Summit Meeting. Council Members will discuss.

[This agenda item moved down on the agenda, to follow the Prioritization/Allocation Summit Preview and Mini-Training.]
CM Allgaier suggested that Council Members hold questions until after the presentation.

Mr. Zellers presented on the Title I and Title II EMA Summary Sheets. (Copy distributed to all Council Members and available on file at Council Support Offices). He mentioned that video tapes and DVDs will be distributed with more information than is available on the printout. He mentioned that the hard copies of the document as well as the DVDs and videotapes will be presented to Council members and the public following his presentation.
Mr. Zellers discussed how to use the information, other funding streams and sources of revenue, major trends identified by HIV Health Services Staff (addendum to Summary Sheets – document on file at Council Support Offices); summarized the format of the summary sheets, and will take questions at the end. He mentioned that the same information is available in different formats: written, video (VHS) and DVD. He also distributed a list of corrections (on file at Council Support Offices). Additionally, Mr. Zellers distributed and discussed a document entitled "San Francisco Utilization Summary by HHSPC Category" (on file at Council Support Offices).

Council discussed and directed questions to Mr. Zellers who provided informative and concise answers.

Six Council Members were not present and did not receive the document, DVD, or VHS video but extra copies were provided to Council Support for distribution at a later date.

Public Comment on this item

Patrick commented on his concern with emergency housing and how that is tracked, suggesting missing data in Reggie. He added that the AIDS Office may not be complying with the CARE Act since the AIDS Office is not the funder of last resort on this and other items.

VIII. Prioritization/Allocation Summit Preview & Mini-Training
Council Member Laura Thomas
- *Preview of the proposed agenda for the August two-day summit meeting*
- *Introduction of facilitator, Susan Strong*
- *Mini-training on the difference between the prioritization and allocation processes*

[This agenda item moved ahead of Agenda Item VII, immediately following Public Comment.]

CM Thomas reviewed the draft agendas for the two-day Summit meeting. (Documents on file at Council Support offices). Council Members discussed.
CM Banks asked why information from the Needs Assessment cannot be incorporated on day one.
CM Thomas explained that the Needs Assessment report would be distributed to Council members on the 19th of August.
Council Support, Jack Newby, provided additional information regarding the Needs Assessment update. He explained that the data has not been analyzed yet.
CM Thomas introduced Susan Strong, the facilitator for both days of the August summit.
Susan addressed the Council and provided an overview of her qualifications and expressed familiarity with several Council Members.
CM Thomas reviewed the document entitled "Preparing for Priority Setting & Resource Allocation at the Data Summit: An overview of the process" (Document on file at Council Support Offices).
CM Ortiz suggested that everyone ask questions as they arise, and this is the time and place to do so.
CM Thomas announced that CS Wilhelmina Parker has offered to do an additional training on the Prioritization & Allocation Processes and directed Council Members to the evaluation form that will determine the interest in such a training. She also suggested that new Council Members contact their mentors.
CM Soto reviewed the basic processes of prioritization (priority setting) and resource allocation and the separate steps involved in each.

Council discussed and thanked the members of the Planning Committee and Council Support for developing tools for helping to make the process easier to understand.
CM Thomas pointed out the Data Sources list of items that will be provided to all Council Members in their binders at a later date. CM Thomas reviewed the remainder of the document, including: questions to ask when looking at the data; responsibilities as a Council Member; and discussion topics.
Council discussed and thanked Planning Committee and Council Support for preparation material which will be exceedingly helpful to Council Members in this challenging process.

ACTION: CM Thomas suggested distributing copies of Council Member Conflict of Interest Policy at the beginning of the Summit meeting.
ACTION: The Prioritization/Allocation binders will be delivered to Council Members approximately August 12.

CM Pearce discussed the importance of reviewing the binders ahead of time, prior to the summit meeting, and not waiting to the last minute.
CM Miller reiterated.
CM Siron added that questions should be written in the binders and prepared ahead of time.
CM Ortiz commented that the Summary Sheets are very helpful, and reminded Council Members about the importance of the upcoming presentation.

Public Comment on this item

Patrick Monette-Shaw commented that the first priority is to determine the size and scope of the epidemic and was relieved that Council members would be attending to this issue after lunch, and not on an empty stomach. He also suggested hiring a harpist instead of a facilitator. He commented on the draft agenda and emphasized vigilance regarding declaration of conflict of interest and recusal on appropriate votes. He added that a discussion regarding "fundor of last resort" seems to be missing. He reminded Council that the Health Commission is concerned about certain services, particularly in the mental health field, and suggested advocating and working closely with the Health Commission prior to next years Prioritization & Allocation process to determine whether money is being spent equitably across all service providers.

Michael Petrelis expressed thanks for the discussion regarding funding scenarios, and suggested sending a message to the AIDS Office, AIDS agency executives, and Council Support regarding sending people to conferences, and suggested there is enough fat in "AIDS, Inc." to cut salaries rather than services. He suggested that the epidemiology is not what the Council has been told and there should be a reassessment of the Council's role based on the new numbers. He suggested giving all people with AIDS a debit card to decide for themselves where to spend their money.

IX. Dinner Break

X. Update on Health Commission Budget Hearing
Randy Allgaier, Council Co-Chair
Council will be updated on the outcome of the Health Commission Budget Hearing held on July 19, 2005 and the impact of decisions on the Planning Council.

Co-Chair Allgaier provided an update on the outcome of the Health Commission Budget Hearing held on July 19, 2005. He added information regarding his testimony on the importance of having a robust Council Support to support the work of the Council. He indicated that the decision was in favor of the Council budget for Council Support expenditures.
Council Members discussed.
CM Allgaier reported on the desire of the Health Department for the Council to take on additional responsibilities. Ongoing dialogue is expected to continue.

Public Comment on this item

An unidentified member of the public suggested that there was great effort on the part of the Board of Supervisors to restore funding. He added that an additional $1 million was put towards AIDS Services, and the Board of Supervisors is diligently ensuring that funding continues for such services.

Patrick Monette-Shaw commented an various issues regarding long-term care HIV services. He warned the Council that taking on responsibility to do more work that does not fall under the scope of the CARE Act would be wrong.

XI. Needs Assessment Update
Allison Weston & Erika Takada, Harder + Co.
Allison Weston provided an update from Harder & Co. regarding the Needs Assessment process.

She provided and reviewed a handout entitled "2005 SFEMA Comprehensive Needs Assessment Project Update, dated July 25, 2005" (Copy on file at Council Support Offices). She indicated that the data is the latest available, but does not incorporate the information obtained from focus groups or surveys collected last week.
Council Members directed questions to Allison who provided informative and concise answers.
CM Spaeth asked how the number of surveys compare to the total number of clients served by CARE dollars.
Allison discussed the Provider Survey and indicated that surveys have been completed and returned from 36% of those who received it. She indicated that she has redistributed the Word version of the document to HAPN members. Providers who have not completed the survey will receive follow up letters and phone calls this week.
Allison provided an update regarding the Focus Groups. She indicated that five have been completed: Age 55 and over; transgender; African American male; API; Philipino males; Clients who live in Marin but access services in San Francisco. Other groups to be completed are listed on the handout with the scheduled dates, times and places to be held. She provided flyers for each of these and indicated that she can email or photocopy additional copies for anyone interested, and encouraged anyone present to take copies and distribute.
She emphasized that every effort has been taken to ensure that all service providers have received the information, but added that certain populations are more willing to participate than others.
Regarding a question about a cutoff date for taking surveys, Allison indicated that it is not clear at this point, but stated that it would be discussed at the NAWG this week.

Public Comment on this item
Patrick Monette Shaw commented on the Provider Survey and whether it had been sent to the Members of the Planning Council. He addressed HAPN members on the Council and suggested that their membership should be dependent on completion of the survey.

XII. Discuss Comprehensive Plan - VOTE
Laura Thomas, Planning Committee Co-Chair
Council will discuss the best approach for completion of the Comprehensive Plan (formerly "Three-Year Plan") which is due on January 3, 2006. Council will VOTE whether to form a Comprehensive Plan Working Group.
CM Thomas discussed the process for completion of the Comprehensive Plan (formerly referred to as "Three-Year Plan"). She indicated that HRSA has instructed that all Title I EMAs complete a Comprehensive Plan, which is due the first week of January 2006.
CM Thomas referred to the document handed out to all Council Members entitled "Comprehensive Plan Outline" (On file at Council Support Offices). She explained how has fallen under the purview of the Planning Committee, which is busy with the PSA process as well as other projects, and suggested the formation of a working group to take on this project. She is unsure exactly what the working group would do, but offers it as an option.
CM Banks asked about bi-annual reporting to the Steering Committee and asked why the last plan cannot be rubber stamped, since the lofty ideas about "eliented centered blah blah blah" has not been fulfilled, none of the monitoring mechanisms have been fulfilled, and he discussed other problems.
CM Thomas invited CM Banks to participate in the working group, should it be decided that one should be created. She added that a surprising number of goals and objectives have been achieved as per the review and assessment of the Evaluation Committee.

CM Banks continued with his comments that he saw a lot of good ideas. but not much follow-up.
CM Thomas reminded Council that Evaluation Committee has gone through all the goals and objectives of the Three-Year Plan to provide guidance on the creation of the next Comprehensive Plan.
CM Simmons reminded Council Members that a consultant was hired for completion of the prior Three Year Plan.
CM Simmons made a motion to form a Comprehensive Plan Working Group.
CM Thomas seconded.

Open for discussion:

CM Hume suggested that the completion of this Plan could help to inform the prioritization and allocation process. He agreed with CM Banks that there needs to be constant vigilance on monitoring the plan. He hesitates forming another working group. but is in support of the motion to form the .

CM Siron called the question.

Public Comment on this item

Patrick Monette Shaw expressed agreement with CM Banks to monitor the Plan. He added that HRSA may want to see the plan before making awards next year. and may affect the grant before funds are awarded. He suggested being suspicious of the process and monitoring closely.

By hand vote: 24 in favor, none opposed.
ACTION: CM Thomas asked for those interested in assisting in the working group please raise their hands. Those included: Randy Allgaier, Charles Siron, Dorothy Kleffner, Bill Blum, Mark Molnar, George Simmons, Billie-Jean Kanios.

XIII. HOPWA Loan Committee Representatives – VOTE
Wilfredo Ortiz and Kim Pickens, Co-Chairs Community Outreach and Advocacy Committee
CM Ortiz announced that COA Committee nominated CM Thomas and CM DiCrocco for membership on the HOPWA Loan Committee and the Committee is forwarding their names to the Full Council for a vote.

Public Comment on this item
None.

By hand vote. all in favor. Unanimous.

XIV. New Business/ Next Agenda
• Council Members will have an opportunity to complete Meeting Evaluation Forms.
• The next Council Meeting will be the two-day Prioritization/Allocation Summit on August 26-27 to be held at the San Francisco LGBT Center. 1800 Market Street

XV. Adjourned

Co-Chair Allgaier adjourned the meeting at 7:27 pm.

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HIV Health Services Planning Council

San Francisco Lesbian, Gay, Bisexual and Transgender Center
1800 Market St.
Ceremonial Room, 4th Floor
August 26, 2005
10:00 AM – 6:00 PM

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DRAFT AGENDA

I. Call to Order **10:00 AM**

II. Roll Call **10:02 AM**

III. Review and Approval of Agenda **10:05 AM**

IV. Review and Approval of Minutes- ***July 25, 2005*** **10:10 AM**

V. General Announcements **10:15 AM**

VI. Public Comment **10:20 AM**

VII. Introductions **10:30 AM**
Co-Chairs will introduce Susan Strong – Facilitator. Overview of activities of two day meeting, ground rules and logistics. Will also include a review of Prioritization and Allocations by the Facilitator. Council Members will introduce themselves.

Public Comment on this item

VIII. Conflict of Interest Disclosure by Council Members **11:30 AM**

Public Comment on this item

IX. Break **11:45 AM**

X. Goals of the Summit – Laura Thomas & Don Soto **12:00 PM**
A review of the legislative mandate, objectives of each day with final goals of priorities, allocations, and funding scenarios. Draft priority sheets to be used during the meeting.

Public Comment on this item

XI. Needs Assessment Presentation **12:15 PM**
Harder+ Co. will present data from the Needs Assessment. There will also be a presentation of data from the Community Fora. Council Members will have an opportunity for questions.

Public Comment on this item

XII. Lunch **1:15 PM**

XIII. Continued-Needs Assessment Q&A **1:45 PM**

Council Members will have an opportunity for questions regarding the needs assessment presentation.

Public Comment on this item

XIV. Sub-Category Designation- VOTE **2:10 PM**

Council Members will vote on designating Residential Case Management as a sub-category of case management.

Public Comment on this item

XV. Counties Presentation - Vote **2:15 PM**

Representatives from the Counties of San Mateo and Marin will provide information on their prioritization and allocations process and proposed budget. Council Members will have an opportunity for questions.

Public Comment on this item

XVI. Data Review – Small Group Discussions **2:30 PM**

Laura Thomas and Don Soto, Planning Committee Co-Chairs.

The Council will review major data information that has been presented during the year. This will include epidemiological information, Reggie data, Summary Sheets, etc. Council Members will break-out into small groups for discussion of the data and how it applies to their decision making process and any trends they are seeing.

Public Comment on this item

XVII. Break **4:45 PM**

XVIII. Report Back From Small Groups **5:00 PM**

Representatives from the small groups will give reports on their discussions to the larger group.

Public Comment on this item

XIX. Development of Initial Service Priority Order **5:45 PM**

Council members will individually develop their service priority order to begin preparing for priority setting discussions for the next day.

Public Comment on this item

XX. Adjournment to Saturday, August 27, 2005. **6:00 PM**

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DRAFT AGENDA

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Co-Chairs will introduce Susan Strong – Facilitator. Overview of activities of two day meeting, ground rules and logistics. Will also include a review of Prioritization and Allocations by the Facilitator. Council Members will introduce themselves.

Public Comment on this item

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Public Comment on this item

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A review of the legislative mandate, objectives of each day with final goals of priorities, allocations, and funding scenarios. Draft priority sheets to be used during the meeting.

Public Comment on this item

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Harder+ Co. will present data from the Needs Assessment. There will also be a presentation of data from the Community Fora. Council Members will have an opportunity for questions.

Public Comment on this item

XII. Lunch **1:15 PM**

XIII. Continued-Needs Assessment Q&A **1:45 PM**

Council Members will have an opportunity for questions regarding the needs assessment presentation.

Public Comment on this item

XIV. Counties Presentation - Vote **2:15 PM**

Representatives from the Counties of San Mateo and Marin will provide information on their prioritization and allocations process and proposed budget. Council Members will have an opportunity for questions.

Public Comment on this item

XV. Data Review – Small Group Discussions **2:30 PM**

Laura Thomas and Don Soto, Planning Committee Co-Chairs.

The Council will review major data information that has been presented during the year. This will include epidemiological information, Reggie data, Summary Sheets, etc. Council Members will break-out into small groups for discussion of the data and how it applies to their decision making process and any trends they are seeing.

Public Comment on this item

XVI. Break **4:45 PM**

XVII. Report Back From Small Groups **5:00 PM**

Representatives from the small groups will give reports on their discussions to the larger group.

Public Comment on this item

XVIII. Development of Initial Service Priority Order **5:45 PM**

Council members will individually develop their service priority order to begin preparing for priority setting discussions for the next day.

Public Comment on this item

XIX. Adjournment to Saturday, August 27, 2005. **6:00 PM**

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Committee attendees.

HIV Health Services Planning Council
730 Polk Street San Francisco, CA 94109
****
San Francisco Department of Public Health, AIDS Office
25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

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HIV Health Services Planning Council

San Francisco Lesbian, Gay, Bisexual and Transgender Center
1800 Market St.
Ceremonial Room, 4th Floor
August 26, 2005
10:00 AM – 6:00 PM

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DRAFT MINUTES

I. Call to Order
Co-Chair Siron called the meeting to order at 10:05 a.m.

II. Roll Call
Council Support called roll. [See Attachment A, Column 1]

III. Review and Approval of Agenda
Council Members reviewed the agenda. There were no objections to the agenda and it was approved by consensus.

IV. Review and Approval of Minutes- *July 25, 2005*
Council Members reviewed the minutes from the July 25, 2005 Council Meeting. There were no objections or changes to the minutes, and they were approved.

V. General Announcements
No announcements.

VI. Public Comment
Tim Patriarca, E.D. of Maitri Hospice provided a point of clarification on the summary sheets on pages 82 and 83 regarding facility based home care. He indicated that the RCFCIs in this category do not receive private insurance. The majority of the work of Maitri provides hospice care, he asked Council Members to keep in mind that CARE funds and private donations and HOPWA provide funding, and if there is a significant decrease in Ryan White funding it would be detrimental to their program.

No other public comments.

VII. Introductions
Co-Chairs will introduce Susan Strong – Facilitator. Overview of activities of two day meeting, ground rules and logistics. Will also include a review of Prioritization and Allocations by the Facilitator. Council Members will introduce themselves.

Co-chair Allgaier indicated that the co-chairs would be turning over the meeting to Susan Strong to facilitate the meetings today and tomorrow. He provided background information on her qualifications.

Susan began the meeting by having people use the paper and crayons provided to either draw a picture or write a statement regarding their expectations of this summit meeting. On a second piece of paper,

she requested Council Members to draw a picture or write a phrase regarding how they hope to feel at the end of meeting.

Susan next asked for Council Members to introduce themselves, and how many Prioritization and Allocation processes they have participated in, and to take the paper the created about expectations and provide a 15-second explanation. The paper depicting their "hope for outcome" is to be put in the binder for use at a later time.

Council Member Expecations:
Oropeza – 1st -- happy
Kleffner – 1st – small changes
Thomas – 16th – progress
Soto – 3rd – work well together and get done by end of day
Antonetty – 5th or 6th – many more as non-voting – some in circles but end up in a pattern that will work out for everyone
Ortiz – 2nd – walk without expectations, because with expectations you are disappointed
Callandrillo – 1st – start somewhere and end somewhere, but not sure how to get there and will break through stopping points
Simmons – 3rd as voting member, 10th as community member – expectation is for everyone to be calm
Hicks – 4th – fear from last year's process and has anxiety.
Anderson – 1st – working for same goal
Pearce – 5th or 7th P/A- a cloud of uncertainty with the sun breaking through
Kanios – 1st (several as a community leader)- deliver compassionate service to communites we serve and the community
Sweetin – 1st – engagement and struggle (give and take)
Smelcer - clarity and accomplishment
Booker – 3rd – group of people getting up a mountain all connected, and at the top is the sunshine and a hooray we made it.
Allgaier -- expectation is to have a day of thoughtful data-driven dialogue, with the best interests of people with HIV in their heart, and positively impact those clients with HIV
Siron – optimistic, open-minded, willing to trust (sun with hope, birds, trees)
Pugh – 4th or 5th – lots of good ideas, fruitful discussions, golden rule used and be at peace
Benham – 2nd year - tree by a stream of water and hope there are some good ideas flowing, and fruitful ideas
Miller – 2nd – two pictures, one is a happy expectation but may be pissed off.
DiCrocco – 2nd year- thinking about his idea and everyone else getting his idea
Graham – 4th year – come out of last year's crisis and get some good ideas
Spaeth --1st year here, but several in Marin Co. – hope this is a learning experience to take back to Marin.
Flood – 3rd, 1st voting – hearts to make proper decisions
Molnar – 1st year, several as community participant – expectation to remain focused
Blum – 3rd year – expectation is "empassioned" – emphasizing the compassion when they disagree
Banks – 1st – victory or defeat is his expectation
Byers – 10 years or more on multiple councils (has been between 50-70 priority processes); expectations are frustration leading to resolution.

Susan reviewed the comments and indicated that there is lots of experience around the table, pointing to CM Byers and CM Thomas as examples of people who could be drawn on for utilizing their

information and experience. She encouraged people to get around different points of view and at the end have good choices for consumers.

Susan provided information on her background, and how the process will work. She indicated that Oakland recently finished their prioritization process. The work needs to be done in two days. She expressed that she is not an expert on HIV/AIDS in San Francisco and indicated that the Council members are the experts and her job is to keep everyone on track.

She provided housekeeping details regarding bathrooms and taking breaks. She expects Council Members to play by the rules and to play nice. Robert's Rules will be used as necessary, and she pointed the Council Members to the Rules of Respectful Engagement.

She facilitated an exercise in respectful engagement, assigning each Council Member to a particular concept regarding respectful engagement to assist her in making sure everyone plays by the rules, calling on Council Members to call out if they feel someone is not adhering to a particular rule.

She also provided a stress management squeeze toy shaped like a puzzle piece and instructed Council Members to use it to squeeze it when they feel stressed out.

She asked if there were any questions, and pointed Council Members to the meeting evaluation to be completed so that any adjustments could be made for tomorrow's meeting.

Public Comment

No public comment.

VIII. Conflict of Interest Disclosure by Council Members

Council Members announced their conflicts, which is reflected on the Council Members Conflict of Interest Matrix (Document on file at Council Support Offices).
CM Thomas asked to remove Congregate Meals from Matrix.
CM Callandrillo asked to add Facility based homecare to Matrix
CM Smelcer made changes to his conflicts form – adding Outreach and Emergency Housing
CM Graham added Detox
CM Molnar removed ICM.

Public Comment on this item

No public comment.

IX. Break [break postponed because the meeting was ahead of time].

X. Goals of the Summit – Laura Thomas & Don Soto

A review of the legislative mandate, objectives of each day with final goals of priorities, allocations, and funding scenarios. Draft priority sheets to be used during the meeting.

CM Thomas provided a summary of the goals for the two days, reviewing the legislative mandate, objectives of each day with final goals of priorities, allocations, and funding scenarios.

CM Soto reviewed the priorities to be used during the meeting.

CM Thomas reminded the Council that the next presentation will be the results of the Needs Assessment, and suggested that Council Members take this information into account about what this says regarding unmet needs or underserved communities.

CM Thomas distributed Priority Worksheets. (Document on file at Council Support Offices).

Council asked questions of CM Thomas regarding the worksheet and the HRSA categories.
Celinda Cantu of HHS clarified a question on funding of child care, which has not been funded in the past couple of years, but child care is part of the service delivery of other agencies. It is not a single service category in and of itself for the community as part of Title I.

CM Simmons added that respite child care is provided by other funding sources at his agency.

Public Comment on this item
Tim Patriarca of Maitri commented on the worksheets, homehealth professional and paraprofessional are separate categories, and indicated they are wrap-around services and doesn't understand how they could be funded separately or differently. He suggested looking at Hospice as being reconsidered as a funded category.

Bill Hirsch with ALRP thanked Council for all their hard work in preparation for meeting today. He reminded Council that HIV Provider network tried to speak with one voice, and one encouragement to consider is to use the same ranking and priority used in the past. He suggested this might make the process easier. Some of the ordering of services may be shuffled, due to HRSA requirements. He suggested being mindful of something the providers bring to the community is to leverage other resources. Some services are reimbursable through Medi-Cal, but constructed in such a way to leverage other resources. For instance, legal services, receives over $1 million yearly from community donations. The core comes from CARE but that is used to leverage other support.

BREAK -- 11:22 to return at 11:40.

XI. Needs Assessment Presentation

Allison Weston & Erika Takada from Harder+Co. reviewed their PowerPoint presentation on the Needs Assessment data, community forums, and provider surveys. (Presentation on file at Council Support Offices).

Due to time constraints, the Lunch Break was taken immediately after their presentation. Council Members will have an opportunity to ask questions after lunch. The members of the public will have an opportunity for comment after lunch.

XII. Lunch

XIII. Continued-Needs Assessment Q&A

After lunch break, Susan turned the meeting over to Allison and Erika for questions from Council Members regarding the needs assessment data presentation.
Erika and Allison addressed all questions and comments succinctly and informatively, providing additional information as requested. It was added that the needs assessment data should be used as

only part of the decision-making of Council Members in the prioritization process, and the other data such as epidemiological reports, Reggie data, and other information should also be considered equally.

Public Comment on this item

Patrick Monette Shaw expressed that it was disturbing for him that a low number of providers returned the provider survey. He added comments regarding the data that implies that not as many people are actually dying of HIV/AIDS, but are dying of co-morbidity factors, including general old age.

Bill Hirsch from ALRP reminded Council that some people with acute substance problems might not always report that substance abuse treatment is something that they need. He indicated that the same might be true for mental health care. These needs may not apply across the board to all people with HIV.

XIV. Sub-Category Designation- VOTE

Council Members will vote on designating Residential Case Management as a sub-category of case management.

CM Antonetty provided a background on the motion coming from the Planning Committee to create a new service subcategory under the case management category referred to as Residential Case Management. She added that no funding would be cut in the services, it only means that those services in the subcategory of residential and subsidies will get moved to case management. She referred Council Members and the public to a document that was distributed on the subcategory reassignment motion. (Document on file at Council Support Offices). She added that there was some concern from HRSA regarding the high amount funded to housing, and indicated that the HRSA Consultant suggested no longer artificially inflating this category and move the funds to case management.

CM Antonetty referred to the written text of the motion from Planning Committee:

This motion requests to create a new subcategory under the Case Management service category, called Case Management in Residential Programs. The programs that provide the case management in residential programs and which are currently part of the Residential and Subsidies subcategory under the Housing service category, should be moved to the new Case Management in Residential Programs subcategory under the Case Management service category.

CM Blum seconded.
CM DiCrocco called the question.

Public Comment on this item

Patrick Shaw indicated that the Council has been hiding $1 million from the public. He stated that there are too many case managers, five to six per client. He suggested getting rid of some of the case managers and save a lot of money. Instead of cutting services to people who need services, they should cut case managers.

Roll Call Vote: 26 in favor, 4 abstentions, none against. Motion carried.
[See Attachment A, Column 2].

XV. Counties Presentation - Vote

Representatives from the Counties of San Mateo and Marin will provide information on their prioritization and allocations process and proposed budget. Council Members will have an opportunity for questions.

CM Spaeth reviewed the data from the priority setting process in Marin County for FY 05-06. She distributed documents to support her presentation. (Documents on file at Council Support Offices.)

Council Members asked questions to CM Spaeth regarding the Marin County presentation.
CM Spaeth provided succinct and informative responses to the questions and comments.

Co-Chair Booker applauded the work of CM Spaeth and the others in Marin County, and indicated that a lot of progress has been made.

CM Byers explained the process why the Council is being asked to approve the list of Marin County's priorities from this July to next July until Marin is able to get on the same calendar as the SF Council calendar.

CM Thomas explained that these are the priorities and allocations for Marin County, and the budget will include the County allocations to be voted on that will include the budget for the full EMA. This is a way to respect their local process and accept their priorities and allocations.

CM Siron seconded and called the question.

Public Comment on this item
Patrick Monette Shaw referred Council to a book called "When AIDS Began" that points out the same fact that CM Spaeth pointed out that the number of AIDS cases has not gone up because they have OI's but because they have other medical needs. He suggested to find out what people are presenting with and what they are dying of.

Roll Call VOTE on Marin County budget and priorities: 29 in favor, 1 recusal, none against. Motion carried. [See Attachment A, Column 3].

CM Sweetin provided background on the San Mateo County process of prioritization. She indicated that there has been over-utilization of dental services. She indicated that the allocations have not changed a great deal. She opened to questions from Council Members and succinctly and informatively addressed all comments and questions.

CM Ortiz indicated that he appreciates the report, but asked about what is being done to address the increasing number of AIDS cases, especially among the Latino population, and the obvious number of out-of-care individuals.

Marshia Herring from HHS/AIDS Office indicated that a recent study she performed indicates that there are transportation issues, trust issues, and other matters that are at work preventing people from accessing care in San Mateo County.

CM Kleffner asked what people do in San Mateo if they need a specialist.
CM Sweetin indicated they are referred to the County Medical System.

Public Comment
No public comment.

CM Blum seconded the motion presented by CM Sweetin.

Roll Call Vote on San Mateo County budget and priorities: 26 in favor, 2 recusals, 1 abstention, none against. Motion carried. [See Attachment A, Column 4].

XVI. Data Review – Small Group Discussions

Laura Thomas and Don Soto, Planning Committee Co-Chairs.

The Council will review major data information that has been presented during the year. This will include epidemiological information, Reggie data, Summary Sheets, etc. Council Members will break-out into small groups for discussion of the data and how it applies to their decision making process and any trends they are seeing.

CM Thomas explained that this is the first attempt to use this type of process and will be done differently if it doesn't work. She indicated that past evaluations provided feedback that Council Members desired more time to discuss matters with each other.

Council Members reorganized into pre-assigned small groups to discuss the data review.
CM Thomas indicated that by the end of the review of the data information presented throughout the year everyone should be able to complete their ranking of service categories with some sort of confidence. She added that Harder + Co. staff is available, as well as Celinda Cantu for Reggie questions, and Russ Zellers and Marshia Herring from the AIDS Office.

CM Thomas referred Council Members to the binder about questions to ask when looking at the data.
She referred Council Members to the Reggie Data and the Epidemiology Report.
She discussed her concern that two pieces of data are supporting the fact that there are a high number of out-of-care patients who are late testers, meaning that they present late and receive and HIV and AIDS diagnosis in the same year or at the same time.
CM Thomas referred Council Members to the Provider Summary.
CM Thomas referred Council Members to the Needs Assessment data. She suggested starting with a particular population and track across all the data sources and see what can be learned from each report. She asked Council Members if there were any questions.
CM Allgaier asked for specifics regarding what should be in the report back.
CM Thomas suggested whatever the group found significant or if there was any sudden realization, or unanswered questions.

Council began their breakout group discussions. It was announced that the conversations at the tables are for Council Members. Members of the public are welcome to observe and listen, but they cannot participate. Susan Strong reminded everyone that staff from Harder+Co. and HHS, AIDS Office are available to answer any questions during the discussions.

Notes from the groups will become part of the official record. Groups are to appoint a recorder and a reporter to speak about the findings to the larger group.

XVII. Break

Public Comment on this item

No public comment relative to the small group work.

XVIII. Report Back From Small Groups

Representatives from the small groups will give reports on their discussions to the larger group.

Susan began directing the groups to each highlight the main components of their discussions.

CM Ortiz reported on his breakout group and discussed: three most important trends and information that the Council is already aware of:

- the co-existing diseases of HIV and Hepatitis C;
- housing as an unmet need in all the data sets including the forums and the epidata;
- and there seems to be many barriers related to demographics.
- One sticky piece of data seemed to be the transient nature of people coming in and out of the city. This was highlighted by the increased number of people over 50 years of age in the 2005 NA compared to the 2002 NA, who may live elsewhere and access care here.
- Advocacy seemed to be a need in overcoming barriers that had been identified, there needs to be a way to help people connect to services. Clients know the services exist but there are certain barriers preventing them from accessing the services.

No questions from Council for that group.

CM Soto reported on his breakout group and discussed:

- surrounding categories of food and housing – with other funding streams how do you factor in HRSA mandates?
- How to help clients access those other services outside of Ryan White funding was identified as a solution.
- Transportation and vouchers for transportation seems to be a high demand. Those with more severe need for access to transportation was discussed.
- Decreased funding for subsidies and with new people coming into the system, how are they affected by new clients coming into the system.
- HOPWA was discussed with regard to residential treatment services.
- Discussion also around not cutting money for mental health. Both primary care and case management share the burden for working with mental health issues.
- COEs were discussed.
- Treatment adherence with regard to residential facilities was discussed.
- Not to pull apart the categories of professional and para professional home care.
- Complimentary care and dental care was discussed in light of the governor's proposals.
- Three ideas from NA: 67% of people surveyed had a diagnosis of HIV – seemed that the severe need population was growing.
- Emergency financial assistance was also discussed, and changes for eligibility requirements to serve the severe need population.

No questions from Council for that group.

CM Blum reported on his breakout group:

- Data questions, wanted to have more information about young adults.
- Some questions about epi data report, regarding the actual number of HIV/AIDS cases.

- Regarding the Needs Assessment survey, was the number of African Americans not in care accurate?
- Trends noted: marked increase in Latinos testing positive.
- Needs Assessment impacted: information on co-infection.
- It was surprising that food rated so high as a need.
- The number of people not in care seemed to be alarming.
- Group was surprised at how highly clients ranked case management.
- Housing and primary care not to be touched for cuts.
- Transportation services, what types of information are getting to participants regarding eligibility for services.
- Alternative funding streams: incomplete information to factor this in. As we move forward and look at alternative funding sources that this be tied into HRSA categories.
- Reggie Data: zipcode information and housing information was useful.
- Three most important trends: demographics (skew in age, Latinos and race, increasing cases of HIV, and survival of quality of life, do not cut housing and primary care. The top ten categories prioritized last year have high utilization.

No questions from Council for this group.

CM Allgaier reported on his group.

- One discussion centered around being struck by the ability of people to get into primary care and that the issue was looking at wrap around services, vital to keeping people in care. That seemed to rise to the top on different levels.
- They looked at the data, and the big three seemed to be: primary care, food, and housing. These seemed important in all the data sets looked at.
- Despite own definition of severe need: substance abuse and mental health care seemed important. Not much consensus on residential mental health and residential substance abuse., based on many things.
- Case management and peer advocacy and client advocacy seemed important, to help people stay in care or accessing different types of services.
- Transportation – surprised that are is de-funded, seemed to be more of a need than previously realized. When someone is not feeling well, they might not want to take public transportation. This might contribute to someone not getting care. Looking at certain neighborhoods, to see why people are not accessing care, there may be neighborhoods where public transportation is not that great – which can influence people accessing care, staying in care.
- Dental Services – Seemed to be important, based on the data.
- Alternative therapies seemed important regarding health care.
- Case management as it relates to peer advocacy and treatment advocacy to help people get and stay into care.
- As a category of service that was important to ensure other funding streams utilized, seemed to be around benefits counseling, to ensure that people are accessing the appropriate benefits available to them, and not relying solely on CARE funds.
- CM Molnar mentioned that he has a conflict around peer advocacy, and there seems to be a disconnect around Council Members about transportation. Public transportation is good, but it is not consistent and may prevent some from accessing treatment. He indicated that Peer Advocacy has no separate line item and has been rolled into case management.

No Council questions for this group.

CM Thomas reported on her group.

- She indicated that their group was in agreement with regard to housing and all the data sources.
- Regarding medical care, it is funded, but substance abuse and mental health services can be accessed better if they are included under primary medical care.
- Regarding Adult Day Health Care – indicated a severe need, especially for mental health, medication adherence useful for chronic care, and aging population.
- Food – Other resources in Community to rely on. Seems to be the highest need among homeless, and may not want to cut resources.
- Dental Care – underutilized by Native Americans, because they have other priorities.
- Alternative therapies – Native Americans using, would like more access available, as it is important service for that population.
- Need to have culturally appropriate mental health services for American Africans, Latinos, or Native Americans. People won't go if the provider is not culturally competent.
- Regarding benefits counseling – it is important.
- Linking people into care seemed to be a barrier in linking Latinos to services.
- Discussed Medicare Part D, but no decisions on what was needed.
- Two Populations: one older, gay white male who need mental health and medical care and do a good job of accessing them. If those services are cut, they fall down into other categories.
- Folks with history of incarceration, homelessness, multiple diagnoses, mostly people of color, need everything, a continuum of care, and the Centers of Excellence are good for this.

Questions for this group: None.

CM Byers reported on his group:

- Nothing new to share that wasn't already talked about.
- Three important trends: people of color especially those presenting late; issues around aging population and the number of women in Southeast Corridor with HIV/AIDS. Spent a lot of time discussing what was interesting individually, but less time accomplishing the tasks.
- A lot of discussion around cultural competency.

Questions for this group:
CM Ortiz indicated that a subset of cultural competency included age-cultural competency. To be able to understand a young person who is poor and illiterate.

Susan reviewed the discussions that covered housing, food, aging populations, people of color, people coming late to care, barriers to care, were among some of the commonalities.

Public Comment on this item

Patrick Monette Shaw: suggested being cautious about epi data from DPH. Cited book again, about ways that the epi data from SFDPH is skewed, including the no identified risks data, and zip code assignments are guessed at. He suggested the data with maps need to be looked at cautiously. He discussed multiple ways that double counting of AIDS cases occurs, including from other jurisdictions. He suggested advocating for cleaning up the data (after reading the book he is referring to). He implored the Council to advocate for retaining the beds at Laguna Honda for HIV/AIDS patients. With the closure of St. Mary's dementia beds it can be difficult to place patients with dementia. He suggested the Council urge Mayor Newsom to fully fund Laguna Honda, and work with Board of Supervisors to avoid shutting down St. Mary's dementia beds.

XIX. Development of Initial Service Priority Order

Council members will individually develop their service priority order to begin preparing for priority setting discussions for the next day.

Susan advised the group to complete their prioritization order sheets and turn them in. Simultaneously, the group completed their evaluations.

Public Comment on this item

No public comment.

XX. Adjournment to Saturday, August 27, 2005.

Meeting adjourned upon completion of priority forms – 5:15 pm

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DRAFT AGENDA

I. Call to Order **10:00 AM**

II. Roll Call **10:02 AM**

III. Review and Approval of Agenda **10:05 AM**

IV. General Announcements **10:10AM**

V. Public Comment **10:15 AM**

VI. Introduction and Review of Previous Day **10:20AM**
Facilitator will provide an overview of the previous day meeting, review rules and logistics. Council Members will introduce themselves.

Public Comment on this item

VII. Conflict of Interest Disclosure by Council Members **10:45 AM**

Public Comment on this item

VIII. Break **11:00 AM**

IX. Review of Initial Prioritization Determinations **11:10 AM**

X. Prioritization Recommendations, Review & Discussion **11:30 AM**
VOTE
Planning Co-Chairs, Laura Thomas and Don Soto will present recommendations from the Planning Committee regarding prioritization. Council Members will discuss.

Public Comment on this item

XI. Lunch **1:00 PM**

XII. Continued Prioritization Determination and Vote **1:30 PM**
Council Members will continue their prioritization discussions and vote on service category priorities.

Public Comment on this item

XIII. Break **3:00 PM**

XIV. Unfunds - Vote **3:15 PM**

The unfunds amount will be presented in context with an analysis. The Council will then vote on the motion from Steering.

Motion from Steering:

Unfunds Recommendation:

- ***22,000 on Unmet Needs Survey***
- ***22,000 on Comprehensive Plan Consultant***
- ***The remainder (approximately 680,000) to the direct financial assistance service category***

Public Comment on this item

XV. Review and Discussion of Funding Allocations - Vote **3:30 PM**

Laura Thomas and Don Soto, Planning Committee Co-Chairs will present Planning Committee recommendations on this item. Council will review, discuss and vote.

Public Comment on this item

XVI. Development of Funding Scenarios - Vote **5:00 PM**

Laura Thomas and Don Soto, Planning Committee Co-Chairs will present Planning Committee recommendations on this item. Council will review, discuss and vote.

Public Comment on this item

XVII. Nominations for Planning Council Co-Chairs **5:55 PM**

Public Comment on this item

XVIII. Adjournment **6:00 PM**

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HIV Health Services Planning Council

San Francisco Lesbian, Gay, Bisexual and Transgender Center
1800 Market St.
Ceremonial Room, 4th Floor
August 27, 2005
10:00 AM – 6:00 PM

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DRAFT AGENDA

I. Call to Order **10:00 AM**

II. Roll Call **10:02 AM**

III. Review and Approval of Agenda **10:05 AM**

IV. General Announcements **10:10AM**

V. Public Comment **10:15 AM**

VI. Introduction and Review of Previous Day **10:20AM**
Facilitator will provide an overview of the previous day meeting, review rules and logistics. Council Members will introduce themselves.

Public Comment on this item

VII. Conflict of Interest Disclosure by Council Members **10:45 AM**

Public Comment on this item

VIII. Break **11:00 AM**

IX. Review of Initial Prioritization Determinations **11:10 AM**

X. Prioritization Recommendations, Review & Discussion **11:30 AM**
VOTE
Planning Co-Chairs, Laura Thomas and Don Soto will present recommendations from the Planning Committee regarding prioritization. Council Members will discuss.

Public Comment on this item

XI. Lunch **1:00 PM**

XII. Continued Prioritization Determination and Vote **1:30 PM**
Council Members will continue their prioritization discussions and vote on service category priorities.

Public Comment on this item

XIII. Beginning Funding Allocations Discussion - Vote 3:00 PM

The Council will begin to discuss funding allocations, including distinguishing a top tier and bottom tier of service categories.

Public Comment on this item

XIV. Break 3:15 PM

XV. Unfunds - Vote 3:30 PM

The unfunds amount will be presented in context with an analysis. The Council will then vote on the motion from Steering.

Motion from Steering:

Unfunds Recommendation:

- ***22,000 on Unmet Needs Survey***
- ***22,000 on Comprehensive Plan Consultant***
- ***The remainder (approximately 680,000) to the direct financial assistance service category***

Public Comment on this item

XVI. Review and Discussion of Funding Allocations - Vote 3:45 PM

Laura Thomas and Don Soto, Planning Committee Co-Chairs will present Planning Committee recommendations on this item. Council will review, discuss and vote.

Public Comment on this item

XVII. Development of Funding Scenarios - Vote 5:00 PM

Laura Thomas and Don Soto, Planning Committee Co-Chairs will present Planning Committee recommendations on this item. Council will review, discuss and vote.

Public Comment on this item

XVIII. Nominations for Planning Council Co-Chairs 5:55 PM

Public Comment on this item

XIX. Adjournment 6:00 PM

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Committee attendees.

HIV Health Services Planning Council
730 Polk Street San Francisco, CA 94109
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San Francisco Department of Public Health, AIDS Office
25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

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DRAFT MINUTES

I. Call to Order
Co-chair Allgaier called the meeting to order and asked Council Support to call roll.

II. Roll Call
Council Support called roll. [See Attachment A, Column 1]

III. Review and Approval of Agenda
Council reviewed the agenda for today. There were no objections and it was approved by consensus.

IV. General Announcements
No general announcements.

V. Public Comment
Tracy of Maitri Hospice – reminded Council that they are the only agency providing psychosocial services for people who need hospice care. She implored the Council to leave this service at the current priority level and to protect this service and program.

No other public comments.

VI. Introduction and Review of Previous Day
Facilitator will provide an overview of the previous day meeting, review rules and logistics. Council Members will introduce themselves.

Co-Chair Allgaier turned the meeting over to the facilitator, Susan Strong. She began the meeting with general comments about the previous day's experience.
CM Byers clarified some of his findings.
CM Hicks indicated that the experience was very helpful.
CM Allgaier found that the small groups was very useful, and heard some things he hadn't heard before. He thanked Planning Committee and Council Support for putting together the day's work.
CM Antonetty wondered if everyone got rebellions and revolt out of their system last year, and pleased with the way everything went yesterday, the way people listened to each other. No longer feeling bad about spending a Saturday here.

Susan directed Council Members to the evaluation of yesterday's meeting. Overall it was a very positive evaluation in all aspects. She indicated that another evaluation is provided for today to get feedback so the Planning Committee can plan next year's process.

Susan had everyone pull out their drawings from yesterday, what they hoped to feel like at the end of today's meeting. She went around the room and asked Council Members to state what they hope to feel like at the end of the day.

CM Ortiz – happy
CM Soto – hope to feel done
CM Thomas – hope to feel relieved
CM Hicks – hope to be done
CM Callandrillo – process complete
CM Simmons – want to be calm
CM Hicks – smiling and content
CM Smelcer – content
CM Graham – content
Kanios – done
Anderson – complete
Booker – I feel good!
Allgaier - happy and at peace
Pugh –happy and at peace
Blum – part of a well working team
Sweetin – resolve
Byers - satisfaction
Benham - resolve
Miller -We did it!
DiCrocco - Big muscles and a crown
Kelffner – satisfied
Flood – a heart
Spaeth – relieved and released
Banks – victory over defeat

From here, Susan energized the Council in an exercise and gave direction in the goals and process planned for the day. She asked anyone had questions. There were none.

Public Comment on this item
No public comment.

VII. Conflict of Interest Disclosure by Council Members

Council Members declared their conflicts or perceived conflicts of interest.

Public Comment on this item
Patrick Monette Shaw, stated he has no conflicts of interest. But as he testified in previous years, he stated that the conflicts of interest policy is in need of change, to expressly prohibit voting on item when there is a conflict of interest. He concluded by saying indicating the quicker that change is made, the quicker he will quit harping on the subject.

VIII. Break [break was delayed since the meeting was ahead of schedule].

IX. Review of Initial Prioritization Determinations

CM Thomas reviewed the analysis of the tallies from yesterday's priority rankings.
She indicated that after the meeting, the rankings were averaged and the results are provided for Council Members to review (document on file at Council Support Offices).
CM Thomas asked if there were any questions.

Public Comment
Patrick Monette Shaw commented that it was not clear that individual votes were noticed on the priorities. That way it would be easier to compare to last year and see how things are being changed around. He added that the Council needs to be more aware of how they are conducting the meeting.

X. Prioritization Recommendations, Review & Discussion VOTE

Planning Co-Chairs, Laura Thomas and Don Soto will present recommendations from the Planning Committee regarding prioritization. Council Members will discuss.

CM Thomas indicated that there was a written proposal coming from Planning Committee and does not need a second:
The Planning Council should accept the group average priority order for service category prioritization for FY 2006/2007.

CM Banks stated that one category should be down and one should be up.
CM Thomas indicated that there can be discussion on proposal number one. If anyone believes that the order is inappropriate, someone can speak against the proposal or make amendments. As a reminder, Robert's Rules of orders, once an amendment is on the table, a new speaker list is made, then a vote on the amendment. If the amendment passes then it goes on as amendment. If it doesn't pass then back to the initial proposal.

Open for discussion on the motion as presented.

CM Simmons spoke against the motion as presented. Disagree with ranking of number 5 – OHC, and feels outpatient substance abuse and Client Advocacy should be higher.
CM Hicks spoke against – feeling substance abuse needs to be higher
Pearce – disagrees with ranking as well, but if the group starts on road of changing one, it will be a long road of changing them all to appease everyone's needs. This is long thought out process, and needs to be given consideration.
CM Siron called the question to vote on the stated proposal.
CM Kanios seconded.
Show of hands, not in favor of calling the question.

CM Ortiz agrees with CM Pearce about quibbling about the specifics of each category ranking. If we do this, will be here all day. It can be a simple process.

CM Pugh added her support of the motion. This is why everyone listed their priorities and this is how it came out. It's not exactly what individuals wanted, but reflects the group. Can nitpick all night and then meet again tomorrow, and never get to funding. Allocations do not have to be done in priority order. They are totally separate processes.

CM DiCrocco spoke in favor of the motion. He added that they are not his personal priorities, and certain priorities do not need to be funded. Last year this process took several months.

CM Hicks commented on the importance in recognizing the difference between prioritization and allocation. It can feel different to separate. She stated that she is nervous about the situation, but has been through several years of struggles and should respect different services need to get more attention than is reflected on the list. She withdrew her disagreement with the motion. She agrees with democracy.
CM Simmons withdrew his objection to the motion, and echoed CM Hicks' comments. Did not vote to call the question, because there needs to be a reasonable amount of time to discuss the issues.
CM Allgaier spoke in favor of the motion, and surprised that substance abuse on the list as high as it is. Not everything is how he personally wants it, but we are not here to satisfy personal desires.
CM Callandrillo in favor of the current ranking, but concerned about some of the placements, such as outreach which is low on the list and will be difficult to find an argument to move it from 18 to 3. He suggested others provide a sufficient explanation to convince him to change if they want something higher on the ranking.
CM Banks indicated that he has used practically every service on the list, he's not thinking about getting his teeth done, he is more concerned about mental health or substance abuse services.
CM Ortiz added that everyone could comment and then get more comfortable with the decision. Don't want to rush through the process, suggested open mic and deal with it to go on to the vote.
CM Banks suggested that if someone is trying to get their life together and get off the streets, the priorities need to be looked at closer.
CM Siron pointed everyone to the priorities from last year in the binder. He indicated that if there is no more questions or comments, he is calling the question to vote on accepting the group average priority order.
CM called the question.
CM DiCrocco seconded.
Anyone opposed to calling the question; NONE

Public Comment
Patrick Monette Shaw indicated that he compared the pink sheet of this order, compared to last year's and wants to know what happened to COE category. He thinks it is sad the Council is moving to group averages, and has gone from ethical decision making to averages.

Naomi from Continuum and HAPN, commented regarding the distinction between prioritization and allocation. This is voting on the order of the most important categories. HAPN made a recommendation that when making allocations that consideration be given to other funding streams, and others are limited in scope. Potentially a category low on the list could get CARE funds, but one much higher has access to other funding, since CARE is the fundor of last resort may not fund as much. This is a list of priorities valuable to clients. She suggested the list is accurate.

ROLL CALL VOTE on motion: *The Planning Council should accept the group average priority order for service category prioritization for FY 2006/2007.* Unaminous. The motion carried. [See Attachment A, Column 2]

CM Thomas suggested taking the break now and returning from break move to Item XIII. Council Members were in agreement.

BREAK MOVED TO HERE.

After returning from break: three quick items:

Co-chair Allgaier clarified the PROXY issue. First, only people living with HIV are allowed to give a proxy. HRSA does require it. Proxy are allowed in two ways, one specific for votes to tell someone how to vote for you, or tell that person to vote their conscience for you.

CM Hicks reminded about Rules of Engagement, and that no repetition of the same idea. With several people telling the group about the difference between prioritization and allocation takes up too much time from discussion and condescending to repeat explaining things that everyone knows.

Co-Chair Siron reminded people about recycling in the room.
Susan reminded everyone that we are here to get the work done. If by 6:00 the work is not done, the Council will decide at that point how to proceed. She suggested everyone relax and try to have a good time.

XII. Continued Prioritization Determination and Vote

Council Members will continue their prioritization discussions and vote on service category priorities.
[This item not needed as the prioritization determination was decided in previous agenda item].

XI. Lunch

[group moved on to the next agenda item since they were ahead of schedule]

XIII. Beginning Funding Allocations Discussion - Vote

The Council will begin to discuss funding allocations, including distinguishing a top tier and bottom tier of service categories.

CM Thomas indicated that the Planning Committee has forwarded a proposal and they are putting it forward as a motion:

The Planning Council should use service tiers for resource allocation, identifying top tier and bottom tier services for essential and non-essential service categories. This will be done on the local subcategory level. Top tier means the most essential, most important to fund with CARE dollars. Bottom tier means important, but not essential or less necessary to fund with CARE dollars.

CM Thomas mentioned that there had been the new subcategory voted on yesterday that had been added.
CM Pearce asked if there is a list regarding the local subcategories in the priority order that has been decided.
CM Thomas indicated that Dean Goodwin of the AIDS Office has this information. It is in the priority order that has been decided on.
CM Banks asked where the cut off is between the tiers, and asked whether it is influenced by money.
CM Thomas advised that it works the other way around. If tiers are agreed on, then tiers can be used in resource allocation, Tier 1 can be cut less than tier 2, or vice versa. It is designed as a tool in the funding decisions.

CM Hicks suggested that this may be a way to bridge the concern between prioritization and allocation. Even if funding is not provided in a descending order, funding is being protected for service categories that are prioritized. She speaks in favor of the proposal.
CM Callandrillo not opposed to tiers, but wants more dialogue to understand why prioritization doesn't become allocation. If there is a cutoff on what is prioritized, there needs to be some explanation.
CM Pugh spoke against the motion, saying she would feel more comfortable being able to fund things and consider outside funding sources. If not tiered, funding levels can be chosen and funding scenarios in the event of cuts. If tiered, it feels as if prioritization and allocation has been done at once.
CM Molnar agreed with CM Pugh, and expressed having problems with something being held harmless and spoke against the motion.

CM Thomas explained that there are certain service categories that may be important to clients, but that it may not need to be funded as much with CARE dollars, since there are other funding streams, and other items more important. Some are expensive per person and the Council may want to put more money into something lower on list, and less money into something higher on the list. It is important to disconnect the priority setting from the allocation process. The Council has used priority order in the past to fund categories (or defund from the bottom up). She explained how there had been resistance to this in the past and agreement to avoid do this in the future.

CM Allgaier expressed mixed feelings on the issue of tiers. Looking at different categories within the COE services, how to reconcile things higher on the tiers that are mixed into the COEs and questions how that will work.
CM Ortiz referred Council to the notes from the HAPN presentation that suggested no category be held harmless. In the situation of tiers, one may be held harmless and others subject to higher percentage of cuts. If cuts happen, HAPN prefers cuts across the board.
CM DiCrocco opposed to the motion, because he prefers to have freedom to decide how much funding goes into each

CM DiCrocco called the question.
Seconded.
Opposition to calling the question.
VOTE TO CALL QUESTION: 14 in favor/13 opposed. Motion to call the question does not pass because of the 2/3 rule.

CM Blum suggested a structure to chunk the categories to help move forward, not to move things in or out of the prioritization list.
CM Byers stated uncertainty about the Planning Committee's rationale for bringing this motion forward. He asked for clarification.
CM Thomas indicated that the intent was to provide a tool as the Council proceeds through funding scenarios to treat categories differently. What needs to be done the remainder of the day, is to develop a level funding scenario, and a decreased funding scenario to respond to different percentages of cuts. This could be easier if service categories are identified into different tiers. This had been originally defined as core and non-core services as defined by HRSA. This is a way to get there. If people feel the tool will not make the decisions easier, then it does not have to be used.

CM Booker spoke in favor of the proposal for tiers. We will get nowhere if we don't start somewhere. Otherwise we will get stuck.

CM Simmons indicated that he participated in the conversation at Planning Committee, and suggested the committee wanted a base to begin with for essential services funded by Title I money, and will help direct how to do the funding scenarios later.
CM Byers stated that in general he is favor of the motion. He suggested that the ability to respond in the application and comprehensive plan regarding core and non core services.
CM Pearce indicated that he also participated in the Planning Committee discussions that went round and round. He echoed CM Byers concerns about making tiers, it is deciding essential services. Not saying that "non-essential" is not needed, but what has to be retained in the worst-case scenario in the event of severe cuts.

CM Anderson called the question.
CM Siron seconded.
No opposition to calling the question.

Public Comment on this item
Patrick Monette Shaw commented on the tiers and holding harmless. He stated that the Council is here to represent the consumers' needs and unmet needs, rather than the wishes and whims of providers.

Bill Hirsh with ALRP and HAPN. He reminded that HAPN suggested not eliminating any service categories, and not to repeat what happened last year which eliminated service categories. Higher ranked services should not get hit as hard as lower ranked categories, and HAPN could not agree on what that should be.

Motion restated:
The Planning Council should use service tiers for resource allocation, identifying top tier and bottom tier services for essential and non-essential service categories. This will be done on the local subcategory level. Top tier means the most essential, most important to fund with CARE dollars. Bottom tier means important, but not essential or less necessary to fund with CARE dollars.

ROLL CALL VOTE on tier proposal: 24 in favor/5 against. The motion carried.
[See Attachment A, Column 3]

CM Thomas explained that now there will be discussion on how to decide where the cut-off will be for tier one and tier two.

CM Callandrillo suggested looking at the things they want to fund it looks more manageable. Not tiering on essential services – but rather what is essential for CARE to fund as there may be other funding sources and it is important to keep this in mind.
CM Banks indicated that he feels some categories overlap and it is difficult to determine where to draw the line.
CM Byers agreed. He asked for clarification about the exercise to determine the tier cut off line.
CM DiCrocco indicated that there were three essentials: medical, housing and food. He suggested these categories in the top tier and everything else in the second tier.
CM Allgaier added that tiering is not ranking within the tiers.
CM Durio asked for clarification about how many tiers can be used.
It was agreed that the motion specifies only two tiers (top and bottom).
CM Antonetty – expressed a concern that many different terms are being used to express the same thing. When deciding on the tiers, the category ranking stays the same. She also added that side conversation is distracting from the group discussion.

CM Molnar added that his ranking of service categories will be guided by HRSA's core services and essential components of the COEs.
CM Simmons asked for a process item regarding how to put the tiers on the paper.
Susan clarified that after individuals set their tier cut off, a break will be taken, the results will be compiled and the group will return.
CM Graham – Are we ranking tiers of what is an essential service? Or what is essential for CARE to fund? What is the amount column supposed to do?
CM Thomas indicated that the amount column is for a later exercise. If people want to move dollars around that can be done later. The proposal indicates that the top tier is for the service categories most essential to fund with CARE dollars.
Russ Zellers explained the difference between case management and integrated case management.
CM Kleffner expressed continued confusion and wanted clarification about how to do the ranking.
CM Thomas explained that it can be with a simple line or the subcategories can be ranked individually, as they are being ranked on the local subcategory level.
CM Banks asked if considering payor of last resort influences the ranking and tiers.
Council agreed that it does.
Russ asked for clarification on the subcategories, and stated that some of them are not local subcategories. He identified professional and paraprofessional home health as HRSA categories.
Michelle suggested that there are too many lists and people are getting confused.

CM Soto asked if anyone had a copy of last year's list regarding essential services to COEs.
CM Thomas clarified the concern. The service subcategories used in past regarding home health care (residential and home-based home care). HRSA doesn't recognize these and uses professional and paraprofessional. Could create four different categories, but the AIDS Office recommends using home based and facility based instead of professional and para professional so the AIDS Office can make the connection between what the Council is allocation to the HRSA categories. These are the same categories used last time and works better with the AIDS Office. Council Members were instructed to cross out professional care and write in facility based, cross out paraprofessional and write in home-based.

LUNCH BREAK 12:30 PM – Group to return at 1:00.

Susan indicated that the tiering count was completed.
CM Thomas explained. Due to one Council Member proxy vote unavailable, 19 votes is a two-thirds majority approved

Informal written votes tallied for separating service categories into Tier I and Tier II

Tier I:

Ambulatory outpatient Care
Emergency Housing
Transitional Housing
Residential Programs and Subsidies
Crisis M|H
Outpatient MH
Residential MH
Oral Health Care
Case Management
Substance Abuse Residential

TIER II:
Home Health: Home-based
Complementary Care
Legal Services
Day Respite Care
Child Care
Transportation
Outreach
Buddy/Companion
Planning Council Support (required)
Quality Management (required)

This left a set in the middle where there was a split without a clear majority, with these service categories.

Food
Benefits Counseling
Money Management
Emergency Financial
Home Health: Facility
Integrated CM
SA Detox
SA Outpatient
Treatment Adherence
Residential CM

CM Antonetty expressed a concern about Residential CM being a new category that some may not have written it in or because it was at the bottom of the list that many decided not to rank it. The vote for Residential CM was 17 in Tier 1, 8 in Tier II indicating 25 voted for the category.

CM Allgaier made a motion to accept Tier I and Tier II as chunks notwithstanding the others undecided.
CM Kanios seconded.
Discussion:
CM Durio expressed no support for the motion and would rather wait to vote until each category has been decided.
CM Antonetty spoke in favor of the motion since they seem like clear cuts. She doesn't want to get sidetracked.
CM Pugh spoke in favor of the motion.
CM Banks spoke as a consumer and disagrees with the entire list and would like more discussion, and spoke against the motion.
CM DiCrocco spoke against the motion, and disappointed that Residential Substance Abuse is so high and indicated that if CARE completely de-funded this service it would still survive as a service due to other funding streams.
CM Kanios expressed a conflict of interest, because he works with substance abuse services. He explained that it would be helpful to have this service better funded, because it allows quicker access to the service and prevents relapse and homelessness.

CM Hicks spoke in favor of the motion. The two tiers have been decided on by the group. If other funding is available for Tier I items it should be taken into consideration.
CM Anderson spoke in favor of the motion for the same reason as CM Hicks. He called the question.
CM Booker seconded.
No opposition to calling the question.

Public comment
Patrick Monette Shaw described the waiting list at Laguna Honda, and the closing of ADHC at Continuum, the Council has a responsibility of moving ADHC into Tier I. He said it would be a huge mistake to keep in Tier II.

Hersch of ALRP suggested three tiers. In the past there were three tiers for ranking. It is important for the later funding scenarios discussion.

ROLL CALL ON MOTION – to accept Tier I and Tier II as written and agreed to by the list compiled. 24 in favor/5 against. The motion carried. [See Attachment A, Column 4].

CM Blum made a motion that items on the undecided list, any with 17 or 18 in Tier I is put into Tier I, and anything with 17 or 18 put into Tier II.
CM Sweetin seconded.
CM Byers spoke against the motion and proposed an alternate motion. He suggested giving the majority of each category undecided – be put into the tier with the most votes.
CM Ortiz seconded CM Byers motion.
Discussion on CM Byers motion.

CM Pearce spoke against the motion. With this getting so close to the middle it causes distress.
CM Simmons spoke against the motion. He prefers the first motion proposed by CM Blum.
CM Allgaier spoke against the motion. The decision is made on 2/3rd vote, if decision is based on majority, it is not in keeping with the way the Council makes decisions.
CM Hicks was originally in favor of the motion, and now is against the motion.
CM Banks agrees with CM Pearce, using Emergency Financial as an example that would be in Tier II.
CM Byers, hearing no support for his motion, withdrew his motion.

Returning to CM Blum's motion:
If an item on the mixed list receives a 17 or 18 on Tier I or Tier II, it will be placed on that respective Tier.
CM Simmons spoke in favor of the motion.
CM Pugh asked what happened with the others without a 17 or 18. It was agreed that those would be discussed later.
CM Pearce spoke in favor of the motion.

CM Blum repeated his motion: Anything with a score of 17 or 18 in Tier I would be ranked in Tier I, anything with a score of 17 or 18 in Tier II would placed on that respective tier.
CM Pearce called the question.
CM Anderson seconded.
Hand vote in favor of calling the question: 26
Against calling the question: 2 against.

Public Comment.

A staff person from Maitri Hospice indicated that the severe need population and providing housing it is virtually impossible without money management. If this category risks losing funding, housing will suffer as well.

Tim Patriarca from Maitri, reminded Council that the Residential Health Care is an essential service and gave some examples of why he believes this. He indicated that the majority of their funding is Ryan White CARE funds, and if decreased or eliminated, it would significantly impair their ability to deliver service.

ROLL CALL: 24 in favor/5 against. The motion carried. [See Attachment A, Column 5].

Benefits Counseling – Tier I
Money Management – Tier II
Home Health Facility Tier II
SA Detox Tier I
SA Outpaitent – Tier I
Residential CM –Tier I

CM Ortiz made a motion that the remaining categories be re-polled for a decision by the Council.
CM DiCrocco seconded.
CM Pearce spoke against the motion.
CM Hicks asked for clarification
CM Simmons asked for clarification:
CM Callandrillo asked if the straw poll will have an opportunity for discussion.
Council agreed yes.
CM Durio asked for clarity on the motion, which is actually to decide whether there will be a straw poll on the remaining categories.
Discussion on the motion to have a straw poll continued.
CM Anderson called the question.
CM DiCrocco seconded.
No opposition.

Public Comment about the motion to take a straw poll.
None

VOTE ON TAKING A STRAW POLL BY HAND:
In favor: 26; Against or abstaining: 3. Motion carried.

Remaining Categories for decision:
STRAW POLL ON EACH CATEGORY

Food – TIER I: 14 TIER II: 15
Emergency Financial- TIER I: 21 TIER II: 8
Integrated CM – TIER I: 18 TIER II: 8
Treatment Adherence – TIER I: 3 TIER II: 26

Straw Poll decided that
Food to Tier II
Emergency Financial Tier I
Integrated Case Management Tier I
Treatment Adherence Tier II

CM Pearce made a motion that Treatment Adherence be assigned to Tier II.
CM Antonetty Seconded and called the question.
No opposition to calling the question.
No public comment.

Roll Call on placing Treatment Adherence in TIER II: 27 in favor, 2 against. The motion carried. [See Attachment A, Column 6].

CM Pugh made a motion that Emergency Financial Assistance and Integrated Case Management be moved into Tier I.
CM Anderson called the question.
CM Siron called the question.
No opposition to calling the question.

Public comment
Patrick Monette Shaw suggested moving Case Management into a lower category.

ROLL CALL – for the motion to place Emergency Financial Assistance and Integrated CM into Tier I: 16 in favor, 13 against. The motion did not carry. [See Attachment A, Column 7].

CM DiCrocco made a motion that Em. Financial Assistance be placed in Tier I.
Motion seconded.
No discussion on the motion.
No public comment on the motion.

ROLL CALL on motion to place Emergency Financial Assistance in Tier I: 23 in favor, 6 against. The motion carried. [See Attachment A, Column 8].

CM Pugh made a motion to place Food in TIER II.
CM Byers seconded.
Discussion on the motion.
CM Pearce indicated that other sources of funding exist for food and Ryan White is not the payor of last resort and supports the motion to place the service category of Food in Tier II.
CM Allgaier echoed and spoke in favor of the motion.
CM Callandrillo asked what those alternative funding sources are for food.
CM Ortiz expressed concern that food is being minimalized and not considered as a priority. It is clearly a priority for someone living with HIV. He said that the Council should consider the dignity of people who do not want to go to a soup kitchen.
CM Molnar echoed CM Ortiz' comments, and stunned that something considered a top priority by consumers is considered second tier by the Council. He also expressed frustration by people calling the question so quickly.

CM Simmons spoke against the motion, and explained how he doesn't how some people can survive on some of the food subsidies available. He echoed that he is also stunned as this does not reflect the concerns of the public.
CM Anderson indicated that this is more than a matter of dignity and with people with neuropathy it is difficult to stand in line at a food bank. He spoke against the motion and feels that it should be Tier I.
CM Byers reminded Council that the decision is not about whether this is considered a priority for clients (which it clearly is), but rather if this service is essential to fund with CARE dollars. The decision is not so hard to put it into Tier II, but later how much to allocate. The discussion about the importance of food has already been had. He speaks in favor of the motion.
CM Pearce clarified his comment and wishes to say that he feels food is definitely essential for everyone, by putting it in Tier II it is still important and the funding should be appropriate.
CM Thomas expressed support of placing Food in Tier II. She added that food is necessary for survival, but her concern is using CARE Title I funds for food, and less important to put significant funding into food than other categories in Tier I. Food should be in Tier II, not as a reflection of the continuum of care, but the concern to use CARE funds to support it.
CM Benham supports Food in Tier I, and spoke against the motion. She feels food is more important than other Tier I categories such as Oral Health Care.
CM Banks supports Food in Tier I, and stated that food is important with treatment adherence and spoke against the motion.
CM Antonetty believes that food is a high need for everyone, but a lot of the services include that people will be given food, or have advocates to give them food. Making the hard decisions she believes there is other funding to help people get food. She is in favor of the motion.
CM Booker suggested that listening respectfully is important, people are repeating the same thing. We need to move on to allocation, and wasting time on this decision is not productive. She said state position and let it go.
CM Banks stated that people sell their food in the Tenderloin and this may make it appear as a low priority, but he doesn't feel the actions of a few should influence the decision of the Council.
CM Siron called the question.
CM Anderson seconded.
No opposition to calling the question.

Public comment.
Patrick Monette Shaw said it is sending the wrong message to the community if Food is placed into Tier II. He said CARE funds are needed to clear up wait lists. He said the message sent to the participants of the community forums will contradict what they identified as a priority. He thinks this motion should be withdrawn.

THE MOTION IS TO PLACE FOOD IN TIER II:

ROLL CALL VOTE on motion to place the service category of Food in Tier II.
See Attachment A, Column 9 – 18 in favor; 11 against. The motion did not carry.

CM Siron made a motion to place Integrated Case Management (ICM) in Tier II.
CM Ortiz seconded.
Discussion:
CM Molnar said he has a conflict, but spoke against this motion and believes it should be in Tier I.
CM DiCrocco believes ICM should be in Tier I.
CM Allgaier spoke against the motion and believes ICM should be in Tier I and gave an example that this decision will affect COEs.

CM Pearce spoke against the motion. He believes ICM should be in Tier I since COE will cover case management for severe need population. To cut this off from everyone except for COE clients will be a disservice.

Public Comment
PMS said that this decision will ignore the needs of consumers as expressed in community forums. He stated that these decisions are more related to conflict of interest and provider issues.

ROLL CALL on the motion to place Integrated Case Management in Tier II: 13 in favor, 15 against, 1 abstention. The motion did not carry.
[See Attachment A, Column 10]

CM Pearce made a motion that the two items of Food and ICM be in a middle Tier, which would put the items now in Tier II to Tier III.
CM Anderson seconded.
Discussion:
CM Antonetty indicated that this is difficult, but the early vote was for two tiers.
CM Molnar spoke in favor of the motion, mostly in the interest of moving on.
CM DiCrocco indicated this would put Tier II into a Tier III
CM Siron said the vote was for two tiers, not three, and asked why it is so difficult to make a decision.
CM Byers said it would not solve the issue to add another tier. He said there are additional sources of funding to provide for food. He emphasized that the service is important, but the question is about funding, which will be done later.
CM Booker said it appears that the group is putting off the inevitable. She encouraged the Council to make the difficult decisions and move on with these two minor decisions and save the hard decisions for later.
CM Allgaier spoke against the motion. Since it was already decided on two tiers, it would open up problem with making decisions on what to put into that tier.
CM Pearce withdrew his motion and replaced it with a different motion. He made a motion to put Food in Tier II.
CM Pugh seconded.
Discussion:
CM Callandrillo asked for some hard data that will help him change his mind. He admitted being unaware of other funding available.
CM Ortiz indicated that public feedback at community forums indicated that food was a high priority and symbolically it is sending a wrong message to put food in Tier II.
CM DiCrocco indicated that other resources for food in San Francisco. The pantry for people with HIV makes it more convenient as they provide protein and vegetables. As a consumer he agrees with Food in Tier II as he is dissatisfied with the quality and some of the salaries at a particular provider.
CM Antonetty added that nobody is to speak on a service provider level, only on a service category.
CM Byers said the message to the community is around the allocations. The priorities will help with the application to HRSA and help to move on.
CM Pugh indicated that it was ranked 8 on the group priority list, and will still be considered a top priority. She added that there are other funding sources, food stamps, and private donations. The funding of last resort is for CARE services.
CM Booker stated that she remains in favor of Food in Tier I.
CM Benham stated that ICM provides direction to get food, but doesn't provide the food and doesn't make sense to put ICM in Tier I and Food in Tier II.

CM Simmons called the question.
Seconded.
No opposition to calling the question.

Public comment.
Patrick Monette Shaw indicated that the summary sheets show that there are alternative funding sources for Integrated Case Management than for Food. He believes this is a useless discussion, because if people can't get to the foodbank, they will die of malnutrition before they get to their case manager.

Naomi Prochovnick from Continuum stated that food is an emotional issue. She echoed CM Byers' comments that this is more than a message to the community, but a message to HRSA. She suggested being aware of other funding streams. Nobody is talking about eliminating food. How else can these services be paid for? Or must it come out of CARE dollars because there is no other way to pay for it.

ROLL CALL on motion to put Food in Tier II: 26 in favor; 6 against. The motion carried. See Attachment A, Column 11:

CM Molnar made a motion to move ICM – Integrated Case Management- into Tier I.
Motion seconded.
Discussion.
CM Molnar brought up several points regarding ICMs providing services to those severe need populations not covered by COEs.
CM Anderson spoke in favor of the motion, and called the question.
CM Pugh seconded calling the question.
Opposition to calling the question: None.

Public Comment
Patrick Monette Shaw stated that case management is being allocated too much money and the Council has their decisions backwards. He said that if case management is prioritized higher and there are significant cuts coming, it doesn't make sense.

ROLL CALL on motion to put ICM in Tier I: 21 in favor; 8 against. The motion carried. [See Attachment A, Column 12].

XIV. Break

After the break Co-Chair Allgaier reminded members of the public that they should addressed an issue and not focus on personal attacks against individual members of the Council or be disrespectful. He suggested being engaged on issues, not personalities. Additionally, to ensure an appropriate meeting atmosphere, he suggested not having the public walk around Council Members as it could appear to be lobbying.

XV. Unfunds - Vote

The unfunds amount will be presented in context with an analysis. The Council will then vote on the motion from Steering.
Motion from Steering:

Unfunds Recommendation:

- ***22,000 on Unmet Needs Survey***
- ***22,000 on Comprehensive Plan Consultant***
- ***The remainder (approximately 680,000) to the direct financial assistance service category***

CM Siron discussed his motion brought from Steering Committee and discussed the Unfunds Policy. It was voted on at Steering that the $724,796 (unspent dollars) should be spent in the following manner:

Unfunds Recommendation:

- ***$22,000 on Unmet Needs Survey***
- ***$22,000 on Comprehensive Plan Consultant***
- ***$The remainder (approximately 680,000) to the direct emergency financial assistance service category***

This was approved by Steering Committee and bringing it to the full Council for approval.
Open for discussion.
CM Pugh asked if Direct Emergency Financial Assistance is currently out of funds.
Michelle Long indicated that they increase the maximum a person can get during fiscal year, or add more people eligible to receive an allocation. Her understanding is that they will increase the limit.
CM Pugh spoke against the motion.
CM Simmons spoke in favor of the motion, but with reservation. He stated that the amount to Direct Emergency Financial Assistance is fine, and concerned about the process used to access these funds. He added that clients don't often present a compelling need or emergency to receive money.
CM Allgaier spoke in favor of the motion because the service category has historically relied on unfunds, and it is a way to spend the money well, and client-centered.
CM Banks called the question.
CM Anderson seconded.
Opposition to calling the question.
CM Durio opposed to calling the question.
Those in favor of calling the question: 19. Calling the question carries.

Public Comment on this item
Patrick Monette Shaw commented that with the Bush Administration proposals coming the Council needs to clean up their act. If unfunds are left laying around, these funds will eventually be put into ADAP. He suggested asking for quarterly or monthly accountings of funds spent to date by the service providers, and suggested having an additional committee or appointing someone from Council Support to monitor this.

Tim Patriarca commented that directing these funds is worthy decision, and suggested that there are other agencies that need more money and stated that there has not been enough transparency in making this decision. He expressed concern about having this amount of unfunds, and how the unfunds are later redirected.

No other public comment.

Unfunds Recommendation:

- ***$22,000 on Unmet Needs Survey***
- ***$22,000 on Comprehensive Plan Consultant***
- ***$The remainder (approximately 680,000) to the direct emergency financial assistance service category***

Roll Call on Motion regarding Unfunds Policy: 7 in favor, 11 against. The motion did not carry. [See Attachment A, Column 13].

Michelle Long added additional background regarding unspent dollars from prior fiscal year. Agencies were asked to do a reconciliation along with their invoices. In 2003-04 there was a smaller amount unspent around $400,000. The dollars increased this year. It is difficult to determine the base out of total CARE funds, there is a reasonable amount expected to be left on the table at the end of the year. This is higher than last year. The objective is to have the amount smaller. Now providers are doing a reconciliation. She drew attention to the categories with the largest amounts left over. Some categories were having problems, but will not continue to be funded in the next fiscal year. Because of the COEs this will change the spending patterns. This may not be a good predictor of categories that are over funded. When reviewing the categories that traditionally leave money on the table, it does tend to be in these larger categories, and it may be helpful for Council to determine if these categories are over funded. Each provider is given an opportunity to make changes to their budget that will avoid accidentally leaving extra money. Some programs missed the deadline, and they were not allowed to reallocate and were forced to leave the money on the table.

CM Pearce asked Michelle regarding the deadline from the AO to make a decision.

Michelle Long indicated that the submission deadline is October 1. Something needs to be provided to the AO before this time so they can get it to HRSA or the funds will be taken away. She stated that there have been questions on some submissions (especially vouchers) in the past and recommends that it not be spent on vouchers this year.

CM Hicks asked if it would be reasonable to put this out to bid to other agencies. Michelle stated that this is following the protocol and putting it out to bid would cause to many delays and not be acceptable.
CM Antonetty stated that it is normal for several types of grants.
CM Pearce asked again if these funds could be used across the board for capital improvements or bonuses.
Michelle stated that would depend on how much money is left at the end of the year. She said there are two unfunds processes. One is money left from last year. The other is from current year predicting how much will be unspent. Requests have been sent to providers to determine their budgets and amount of left over money.
CM Callandrillo stated that the Council voted earlier in the year about moving funds within service categories and that the AO is doing this when needed. This isn't about the AO not watching what is going on and making adjustments. This is actually about the AO doing their job well. There isn't another place to put it and there isn't another area in the service category to put it. The chunk left over is less than 3% of total award, and 97% was spent as planned, representing a very small amount of total award.

CM Booker added that nobody is happy to see money left at end of year, but we have to decide what to do about it. She suggested that the proposal offers one solution. How to get rid of this money in 30 days, without returning it to HRSA and making San Francisco look bad. She asked if there were other options than to put it into a category other than Emergency Financial Assistance (EFA).
Michelle unsure why motion did not pass, or what the objections are by Council Members. She added that the two smaller items are required to send to Unmet Needs Survey and Comprehensive Plan

Consultant. She referred Council to Unfunds Policy to determine if spending this money on Direct Emergency Financial Assistance is appropriate.
CM Pugh stated that her problem is with $680,000 going to that service category. She asked if other adjustments to the contract can be made, and asked if providers who spent all their funds in the current contract year would qualify for receipt of these funds.
Michelle indicated that money has been allocated in the past to providers who have met their units of service and continue to provide the service, and funds have been provided for development and equipment. She added that HHS staff has done a great job in developing the contracts. Should HRSA approve additional changes to contracts, they will have to be reopened. She suggested that it gets dicey when a lot of contracts have to get opened and expect providers to spend the money, but it can be done.
CM Pugh stated that the agencies have already provided the service. If the contract is in place it seems that the money could be given to them.

CM Siron made a motion to use the first two items as described and decide later on the $680,000 by sending this back to I&P for a decision.
Motion seconded.
Discussion:
CM DiCrocco spoke against the motion as the lack of time will cause too many problems. He stated that Direct Emergency Financial Assistance has low overhead and is a direct consumer service.
CM Simmons spoke against the motion and suggested going back and adopt the original proposal as described.
Seconded.
Discussion:
CM Pearce against motion, and suggests addressing the issues now.
CM Hicks asked for clarification on the matter about the deadline.
CM Byers spoke against motion on table and in favor of former motion. These decisions could affect the grant in light of the reauthorization matter. He is concerned more about that amount going to that particular service. Given there is a month to make the decision, he suggests being more thoughtful. That amount of money to that service category is problematic to him.
CM Simmons withdrew his motion.

Back to motion: Two items of $22,000 each to be kept the same. The remainder back to I&P for decision.

CM Banks commented that this is a service he has used before. He stated that the agency is client-centered and most of the money goes to the clients. He speaks against this motion, and is in favor of the original motion.
CM Benham spoke against the motion, and mentioned that I&P Committee has struggled with a quorum for several months and given the time constraints it would be sad if there was not enough committee participation to make this big decision.
CM Allgaier spoke against the motion, adding that the AIDS Office needs time to implement this decision.
CM DiCrocco added to CM Benham's comments and mentioned that September is a time when many CMs will stand down and certain committees will likely not have quorum.
CM Molnar spoke in favor of the motion, and feels it should be discussed more and the money could be spread out more. He asked for guidance from the AIDS Office for where they feel it should go.

CM Antonetty spoke against the motion, and believes nothing much different will be arrived at in the coming weeks. She stated that if agencies are continuing to provide service without CARE funds then they have other sources of funding and additional CARE dollars should not be given to them.
CM Pugh indicated that the student dental program at the CARE clinic faces closure and favors the funds going to Dental Care. She added that the current budget for this service category is high enough and allocating these additional funds to the same category would be difficult for her.
CM Booker spoke in favor of the motion, and called the question.
Seconded.
No opposition to calling the question.

MOTION: $22,000 each on Unmet Needs and Comprehensive Plan, remainder to I&P for a decision.

Public Comment

Patrick Monette Shaw commented on the amount of unfunds.

Marhsia Herring spoke against the motion.

ROLL CALL ON MOTION: $22,000 each on Unmet Needs and Comprehensive Plan, remainder to I&P for a decision --19 in favor, 10 against. The motion did not carry.
See [Attachment A, Column 14].

CM Simmons would like to reintroduce the original motion.
Motion seconded.
Discussion on original motion.
CM Siron called the question.
Seconded.
No opposition to calling the question.

Public Comment
Patrick Monette Shaw suggested giving the AIDS Office sufficient time to implement this decision and not putting it off.

Motion on Unfunds Amounts to be distributed with $22,000 to Unmet Needs Survey and $22,000 Comprehensive Plan Consultant. The remainder of approximately $680,000 will go to the direct emergency financial assistance service category.
ROLL CALL on motion: 24 in favor, 5 against. The motion carried.
[See Attachment A, Column 15].

XVI. Review and Discussion of Funding Allocations - VOTE

Laura Thomas and Don Soto, Planning Committee Co-Chairs will present Planning Committee recommendations on this item. Council will review, discuss and vote.

At 3:40 pm. CM Thomas suggested a check-in and reminded the Council that they have little more than two hours to get one of the most difficult tasks accomplished. What needs to be done between now and the end of the meeting. First the allocations need to be decided on, then funding scenarios need to be discussed. She was blunt in stating that there will indeed be cuts, despite that both the

number of HIV cases and the cost of services have increased. It is only a question of how much of a cut. She suggested moving through the budget decisions as expeditiously as possible, so that time can be spent on the funding scenarios to create appropriate, feasible alternatives for the AIDS Office regarding funding scenarios and cuts.
CM Pugh asked what needs to be done and asked if funding scenarios were required for the grant.
CM Thomas: Yes. Grant writer wants to know how reductions are being handled.

CM Simmons made a motion regarding allocations. He would like to adopt the allocations as shown by the budget provided by the AIDS Office as their base budget, including Tier I and Tier II.
CM Thomas seconded.
Discussion:
CM Graham asked why the budget in the binder was different than the one provided. This is because the subcategory of Residential Case Management has been figured in.

CM Simmons repeated his motion: for the purposes of 06-07 allocation, use the rankings projected as the base budget.

CM Durio asked if some of the money based from last year is for Needs Assessment and does not be needed for the 06-07 year, and doesn't feel those funds need to be in Council Support.
CM Byers still needs clarification about the intent of the motion. The current year's budget should be rolled into the flat-funding scenario of this year. There is no need to move money around.
CM Simmons agreed. The correction would be to residential case management.
CM DiCrocco spoke against the motion, because he was expecting a thoughtful process.
CM Simmons and CM Byers reiterated that the intent of the motion is to honor the allocations of the service categories of last year (except the question with Council Support and Needs Assessment). This decision will allow the Council to move forward with how to deal with funding cuts.

Honor or approve allocations of last year to service categories (not including PC Support) for 06-07 base funding.

CM Pugh stated that she has questions about COEs and Planning Council Support.
Council agreed that would be discussed later.
CM Callandrillo discussed that everything funded this year will be funded next year. The question is whether any new services are to be funded. If not, approving this budget would be fine. The next question would be how much to cut from one service category to make the differences pan out. Nothing is going to be added to any category, but taken from others to make up the difference.
CM Simmons answered CM Pugh's question regarding COEs and indicated that COEs are funded by these categories.
CM Hicks spoke in favor of the motion.
Michelle Long of HHS indicated a budget was prepared with original service categories before the work to prioritize. The proposed categories for funding COEs because they are ballpark figures because money is being moved around by COEs. Planning Committee has requested for approximate figures. The budget is Title I and Title II.

CM Pearce asked that any excess dollars be put into COEs.
CM Simmons asked if allocations could be discussed after this motion. He thanked Michelle Long for providing these figures from COEs as the information is very helpful.

CM Thomas stated she doesn't care where the extra money (from Council Support) goes in a flat funding scenario. She suggested saving this for discussion when there is to be decisions made on where to take cuts.
CM Molnar indicated that there are some service categories with no budget line item and they should be discussed first.
CM Callandrillo asked for point of clarification on the discrepancy in Title I and Title II amounts for COEs. Point clarified.
CM Siron called the question on CM Simmons proposal.
Seconded.
No opposition to calling the question.

Public Comment
Patrick Monette Shaw stated that in the interest of getting to allocation discussion this decision should be made soon.
No other public comment.

ROLL CALL ON MOTION TO ACCEPT BASE BUDGET FOR FLAT FUNDING SCENARIO: Unanimous in favor. [See Attachment A, Column 16].

CM Durio asked for clarification on the process for voting and taking motions off the table.
CM Simmons and CM Byers clarified CM Durio's concern about how the motion had become changed. He stated that CM Durio is technically correct, but the group agreed that CM Byers' clarification on the original motion was simply clarification and there could be an additional vote if necessary.
Susan asked if there was any other concern about the process.
None expressed.

XVII. Development of Funding Scenarios - Vote

Laura Thomas and Don Soto, Planning Committee Co-Chairs will present Planning Committee recommendations on this item. Council will review, discuss and vote.

CM Thomas added that the motion excluded Planning Council Support (PCS). She made a motion that PCS should be added to the base budget at the same amount.

This reduces the PCS budget by the amount used for Needs Assessment costs this year, and brings it down to the budget requested by the Planning Council Director. This means that the first $140,000 of any funding cut will be absorbed by that money and not any other services.

THE MOTION:
For the base budget FY06-07 the funding amount for PCS will be $381,641.
Seconded.
Discussion:
CM Durio stated that was not the verbiage of CM Thomas' original motion.
CM Thomas had originally explained the intent of the motion: which automatically puts $140,000 as the amount that is first cut, to avoid cutting any other service categories first. The base budget is lower. The budget in the grant application will be higher.
CM DiCrocco asked a question about the PCS budget change.

CM Thomas suggested that it could be left in the budget with the larger amount. Or it can be done this way, and start out with the lower base amount. Either way it is the same, and whichever is the quickest for the Council.
CM Antonetty added to CM Thomas' explanation. If a 5% cut for example of $1.5 million, the $140,000 will be taken from that, and less will need to be cut from other categories.

Public Comment on this item
No public comment.

CM Anderson called the question.
Seconded.
Opposition to calling the question: CM Callandrillo
Those in favor of calling the question: 22. Question has been called.

Public Comment
No public comment.

MOTION: FY06-07 base budget for the service category of Planning Council Support (PCS) will be $381,641.
ROLL CALL: Unanimous in favor. [See Attachment A, Column 17].

CM Simmons made a motion regarding funding scenarios. If a 0-5% reduction in funding all categories will share a proportional cut. If there is a 5-10% cut, Tier II would take a full 10% cut, and Tier I will take the remaining percent cut proportionally.
CM Ortiz seconded.
Discussion:
CM Pugh asked for clarifications.
CM Callandrillo asked for clarifications from the AIDS Office.
Michelle Long indicated that the funding scenarios presented to the AIDS Office last year was very difficult. She suggested the 5% proportional. The next larger cut should build on that. She suggested it needs to be clear to all Council members as well as the general public.
CM Pearce clarified his understanding of the motion.
CM Antonetty provided an alternate motion: and identified the first part of the motion only. If a 0-5% cut it will be taken to all categories. Making a motion to split the motion.
Seconded.
Discussion on splitting the motion.

Public comment on splitting the motion to allow separate voting on the separate parts of the funding scenarios.
No public comment.

By hand vote. 25 in favor of splitting the motion into two separate votes.

MOTION: If a 0-5% cut, all categories share proportionately.
CM Ortiz seconded.
Discussion:
CM DiCrocco suggested an alternate motion: Any reduction will be shared proportionatly among all categories.

CM Anderson called the question.
Seconded.
Hand vote in favor of calling the question: 21
Hand vote opposed to calling the question: 7
Calling the question passed.

Public Comment
Patrick Monette Shaw clarified that everything will be cut the same across the board, but suggested that when this was done in the past that it was anything but. He suggested clear directions to the AIDS Office.

Bill Hirsh supports the motion and feels it is reasonable. Especially with concern about not de-funding service categories, and ensures all will be able to continue.

Naomi Prochavnick spoke against the motion, and suggested that equal cuts across the board seems to be in contradiction to the prioritization process.

ROLL CALL ON MOTION that any funding reduction will be shared proportionately among all categories in both Tier I and Tier II: 4 in favor, 25 against. The motion did not carry. [See Attachment A, Column 18].

In terms of process, back to the original motion: **IF 0-5% reductions, all categories will receive cuts proportionately.**
CM Simmons spoke in favor of the motion.
CM Thomas supports sharing a small cut like this across the board, and a good way to manage such a reduction.
CM Graham supports the motion and called the question.
Seconded.

Hand vote in favor of calling the question: 23. No opposition to calling the question. Calling the question passed.

Public Comment

Patrick Monette Shaw stated that with Food moved into Tier II, he reminded Council they will be cutting food for home delivered meals.

POINT OF ORDER. People giving their proxy to others and leaving the room. Last hand vote recounted. Same results.

CM Banks expressed concern about calling the question too quickly before everyone has a chance to discuss appropriately. He asked if COEs will be hit, and if so even a small cut will be troublesome for the COEs.
Clarification is that COEs are included in this motion.

ROLL CALL ON MOTION that states in the event of 0-5% funding reductions, all service categories in both Tier I and Tier II will receive cuts proportionately: 25 in favor, 3 against, 1 abstention. The motion carried. [See Attachment A, Column 19].

CM Byers agreed that people seem to be calling the question too quickly. He suggested that more people need to talk to the matter before calling the question.

Susan agreed to read the list of people waiting to speak if the question is called.
CM Ortiz commented that if someone does not want the question called, then it should not be called and asked for clarification.
If a question called, the group is to be asked if there is opposition. If not, to public comment and vote. If there is opposition, then the group is polled and goes by the 2/3 hand poll.

CM Antonetty asked if names of the speaker list could be displayed on the wall, and mentioned that calling the question is not done to upset people.

The second part of the split motion:
In the event of 5-10% funding reduction to the EMA, 10% would be applied to Tier II, and Tier I would share proportionately any remaining cut.

CM Booker indicated that it is confusing for the AO with complicated funding scenarios.
Michelle Long clarified that a progressive funding scenario would make more sense. Make sure we all understand it, because last year it was not clear, everyone had a different impression.

CM Thomas proposed a sub motion for any cut greater than 5% that Tier I cut be capped at 5 % and the remainder of the reduction be shared proportionally across Tier II.
CM Simmons seconded.
Discussion:
CM Simmons spoke in favor of the motion.
CM Banks suggested the scenario with $20 million, how much would be taken from each tier.
CM Thomas explained that under such a budget, a $500,000 cut from Tier I, leaving $9.5 million. $1.5 million would come out of Tier II, leaving $8.5 million.
Russ Zellers from HHS asked if there was a cap on this percentage cut.
CM Thomas stated that it is any amount of cut.
Russ explained that some are not at the discretion of the Council, such as Quality Management. CM Thomas: If the grantee chooses to include it in the scenario, if not that is fine.
Russ: How envisioning the cut to the Counties?
CM Thomas: She indicated that the Counties would automatically be taking a cut.
CM Pugh: asked if it was 5% off gross number or 5% off grant. She provided an example.
CM Pearce pointed to the figures on the budget between Tier I and Tier II, and said this scenario could potentially devastate some programs because most of the money is in Tier I.
CM Graham spoke against the motion for same reasons.
CM Durio spoke against the motion for same reasons.

CM Anderson called the question.
Seconded.
No opposition to calling the question.

Public Comment

Bill Hirsh suggested that putting the burden of cuts on Tier II would completely eliminate some programs. If the service is to remain viable, the pain needs to be shared more equally.

Patrick Monette Shaw stated that in the event of a 15% cut, food could be cut by $177,000. He suggested that this cannot be done to this program. He suggested inverting the motion, by putting the larger cut in Tier I in order to preserve services in Tier II.

Naomi Prochavnick spoke in favor of the motion, which has the potential for drastic repercussions. One proposal from HAPN was to look at intended service model and shape funding recommendations accordingly. They would like all service categories to be funded, but it is not realistic. If reauthorization does not go through, need to look at priorities, and prioritized client population, and the services needed by that population. She urged the Council to bite this hard bullet.

Tim Patriarca agrees both with CM Pearce and Naomi. He suggested that lumping with Tier I and Tier II, that the Council needs to look at summary sheets. The proportional cut could end the service of hospice care. He suggested looking at multi-year planning. If this decision doesn't completely kill an agency, it will be devastated beyond recognition.

MOTION: For any cut greater than 5% the Tier I cut will be capped at 5 % and the remainder of the reduction will be shared proportionally across Tier II.
ROLL CALL: 8 yes, 21 no. The motion did not carry. [Attachment A, Column 20].

Back to the original motion:

CM Pearce asked for a point of clarification.
CM Thomas suggested that this is to be clear direction, whatever the cut then something will be easily understood by the AIDS Office.

Discussion:
CM Pugh offered a way for smaller organizations to be hurt less. She gave an example.
CM Soto offered an alternative motion:
Any cut greater than 5% - all service categories receive a cut of 5%, and the remainder of the reduction be absorbed from the bottom up.
No second.

Discussion on the proposal:
CM Sweetin questioned the primary principles, not to allow any services fall off the map. Also a lot of discussion went into Tier I and Tier II. If tiers matter, then the formula must reflect that Tier II services are set up to take a larger cut, because Tier I services have a priority. She suggested the motion could put us in the opposite position.
CM Byers – expressed concern about the previous motion. He suggested some middle ground to capture 5-10 and then something else for greater than 10.

CM Pearce spoke in favor of the motion, and clarified. This motion is for a 5-10% cut, no category in Tier II will take more than a 10% cut, and Tier I will take varying amounts (less of a hit than Tier II). He suggested this is a good middle ground.

CM Banks asked why each category could not be looked at individually about how much to reduce.
CM Simmons spoke to CM Sweetin's comments. The decision on creating tiers was to identify essential and non-essential services. He spoke in favor of the motion.
CM Blum reminded people about the alternative funding streams and spoke against the motion. He suggested looking at other funding sources for each category.

CM DiCrocco agreed with CM Blum
CM Pugh provided a visual explanation on the budget chart of the funding cuts.
CM Booker spoke in favor of the motion, and encouraged the Council to make some decisions. She indicated that cuts are going to happen and the decisions need to be made. If necessary to look at each separately the group needs to do this. The bottom line is that categories are going to get cut, she suggested cutting evenly across the board. She added that her health and that of others is not up to staying here for 3-4 more hours.

CM Thomas suggested that there is no way to make cuts without reducing some categories service. There is no way to deal with a 10% cut without having to cut something. She suggested moving forward with a vote and decide how to manage a greater than 10% cut.
CM Siron echoed CM Booker's comments and reminded Council that he and other CMs are on medications.
CM Siron called the question.
CM Graham seconded.
Objection to calling the question: none.

Public Comment

Mr. Hirsch in support of the motion.
Mr. Monette Shaw not in support of the motion because he feels that the Tier I categories can absorb the cuts easier due to alternate funding sources and suggested reversing this formula.
Mr. Patriarca in support of the motion.
Naomi Prochavnick in support of the motion. She encouraged Council to make the decision and echoed CM Thomas that cuts must be made.

MOTION: If the EMA faces a 5-10% reduction, Tier II takes a 10% reduction, and Tier I shares the remainder of the reduction proportionately.
ROLL CALL :– 23 in favor, 6 against. The motion carried. [See Attachment A, Column 21].

CM DiCrocco asked about cuts greater than 10%. He proposed a motion:
With cuts greater than 10% start from the bottom of Tier II, but start with largest amount.

CM Anderson proposed a second motion for cuts greater than 10%.
Seconded.
CM Pearce spoke against the second motion.
CM DiCrocco withdrew his motion.

Back to CM Anderson's MOTION: With a reduction greater than 10%, the cuts would be shared proportionately across the board.
Discussion:
CM Simmons spoke against the motion.
CM Molnar spoke against the motion.
CM Pugh spoke against the motion.
CM Allgaier spoke against the motion as the decisions made earlier were around severe need population, if across the board cuts are done then the disservice is to those who need the service the most.
CM Flood spoke against the motion. She suggested having an emergency meeting if the situation arises.

CM Callandrillo asked if the spreadsheet could represent what is left in the event of a greater than 10% cut.

CM Pearce added that he is very tired, and angry at a system that is forcing the Council to make these types of decision. He feels that it is not acceptable to be forced into coming up with a plan to deal with greater than 10% reduction. He suggested that a decision does not need to be made regarding more than a 10% cut, and feels that such a cut is unacceptable. If it does happen then the Council can deal with it at that point. He proposed a motion to stop doing funding scenarios at this point, and deal with greater than 10% reductions, if it occurs, at the time it happens.
CM Graham seconded.
CM Anderson withdrew his motion.

THE MOTION: STOP DOING FUNDING SCENARIOS at this point, deal with greater than 10% reductions if it occurs at the time it happens.

Discussion:
CM Thomas supports the motion. It is not the worst thing in the world that no greater than 10% cuts have been discussed. She suggested not waiting until the award, and addressing this before March.
CM Allgaier spoke in favor of CM Pearce motion. If taking more than a 10% hit, there needs to be very thoughtful discussions and it is not going to happen today. We don't want to be accepting of that, but it needs to be looked at.
CM Siron spoke in favor of CM Pearce's motion.
CM Banks suggested that if there was a 10% cut, that each category could be gone through individually and that sort of cut could be worked out, rather than doing across the board cut.
CM Graham spoke in favor of the motion, and agrees with the comment about refusing to accept such a reduction.
CM Simmons called the question.
Seconded.
No opposition to calling the question.

Public Comment

Mr. Monette Shaw cautioned against doing anything with the grant application that could reduce the funding any more. He suggested the next Council Meeting be devoted to discussing this matter.

Naomi Prochovnick supports the motion, and to make these types of crucial decisions at this late hour is not realistic. She supports making this decision at a later time.

THE MOTION: STOP DOING FUNDING SCENARIOS at this point, deal with greater than 10% reductions if it occurs at the time it happens.
ROLL CALL: 28 in favor, 1 against. The motion carried.
[See Attachment A, Column 22].

For purposes of the grant application, CM Thomas proposed an increased funding scenario. If any increased funding received those funds be distributed proportionately to Tier I. For purposes of the grant application, direct grantee staff and grant writer to increase service categories Tier I by 20% and Tier II by 10%.
CM Allgaier seconded.
Discussion:

Robert Whirry (grant writer) provided some clarification.

CM Thomas changed that if there is increased funding that will be distributed proportionately to Tier I. For purposes of the grant application all services categories will be increased 21%.

One is a funding scenario for a greater than base budget. Part two of the motion, there needs to be a budget approved by the Council, so the budget is requesting a 21% across the board funding increase in all categories.

Discussion:
CM Molnar suggested two separate motions.

In the unlikely event of a funding increase, the amount will be distributed proportionately to Tier I.
Seconded.
Discussion: None.

Public Comment
No pubic comment.

ROLL CALL ON MOTION: Any funding increase will be distributed proportionately to Tier I service categories: 25 in favor, 3 against. The motion carried. [See Attachment A, Column 23].

CM Thomas proposed the next motion:
For purposes of the grant application all services categories will be increased 21%.
Seconded.
Discussion:
CM Byers explained that for purposes of grant writing, you always want to ask for more money.

No further discussion.

Public Comment

Mr. Monette Shaw stated that with the decreased number of AIDS cases there needs to be more justification in asking for a 21% increase in the budget.

ROLL CALL on motion that states for the purposes of the grant application all service categories will be increased 21%: Vote unanimous in favor. [See Attachment A, Column 24]. –

XVIII. Nominations for Planning Council Co-Chairs

CM Banks nominated CM Molnar.
CM Molnar declined.

CM Antonetty nominated CM Thomas
CM Thomas said she cannot accept at the moment but will think about it.

CM Flood nominated CM Allgaier

CM Allgaier accepted.

CM Pugh nominated CM Siron
CM Siron accepted.

CM Allgaier nominated CM Kanios
CM Kanios accepted.

CM [_____] nominated CM Callandrillo.
CM Callandrillo accepted.

CM Benham nominated CM Booker.
CM Booker respectfully declined.

CM Simmons moved for nominations to be closed.
Nominations not closed.

CM Booker nominated CM Antonetty
CM Antonetty respectfully declined.

CM Kleffner nominated CM Soto.
CM Soto accepted.

No other nominations.

CM Simmons thanked Susan and Planning Committee team for making this process work well.

Public Comment on this item

Mr. Monette Shaw asked for someone to nominate CM DiCrocco. He added that the Council should move up on the calendar the item for completing the grant application and it is inexcusable to not review the grant application prior to sending to DC.

No other public comments.

XIX. Adjournment

The meeting adjourned at 5:55 p.m. – FIVE MINUTES AHEAD OF SCHEDULE!!

HIV Health Services Planning Council

Milton Marks Conference Center
The State Building
455 Golden Gate Ave. (Between Larkin & Polk St.)
Lower Level, San Diego Rooms B&C
September 26, 2005
4:30 PM - 7:30 PM

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DRAFT AGENDA

HIV Prevention Planning Council meeting will begin at 3 p.m.
(Please be respectful of the meeting in progress when entering the room)

Joint Meeting with the HIV Prevention Planning Council
4:30-6:00 p.m.

I. Introductions **4:30 PM**

II. Roles, Mission & Vision of Councils Presentation **4:40 PM**
Charles Siron, HIV Health Services Planning Council
Gayle Burns & Israel Nieves-Rivera, HIV Prevention Planning Council
Each Council will briefly present their roles, mission and vision.

Public Comment on this item

III. Reauthorization of the CARE Act **4:50 PM**
Randy Allgaier, HIV Health Services Planning Council Co-chair
Laura Thomas, HIV Health Services Planning Council
CM Allgaier and Mr. Newby will present the current status and issues of concern regarding the reauthorization of the Ryan White C.A.R.E. Act. Time for questions and answers will follow.

Public Comment on this item

IV. Prevention with Positives Presentation **5:35 PM**
HIV Prevention Planning Council
The HIV Prevention Planning Council will give an update on current prevention with positives initiatives and contracts. Time for questions and answers will follow.

Public Comment on this item

V. Next Steps **5:50 PM**
Co-Chairs, HIV Prevention and HIV Health Services Planning Councils
The group will discuss any next steps for the two Councils to continue work together.

Public Comment on this item

VI. Joint Meeting Adjourned **6:00 PM**

Dinner will be served from 6:00-6:10 p.m.
HIV Health Services Planning Council Meeting
6:10-7:30 p.m.

I. Call to Order **6:10 PM**

II. Roll Call **6:11 PM**

III. Review and Approval of Agenda **6:14 PM**

IV. Review of Minutes- ***August 26 & 27, 2005*** **6:15 PM**
Please review the minutes and they will be approved at the October Council meeting.

V. General Announcements **6:16 PM**

VI. Public Comment **6:18 PM**

VII. Distribute Ballots for Council Co-chair- VOTE **6:20 PM**

Co-chairs
The Co-chairs will accept final nominations for Council Co-chair and then close the nominations. Ballots will be distributed to all Council members, to be turned in to Council Support at the dinner break.

Public Comment on this item

VIII. Grantee Quarterly Report **6:25 PM**
Michelle Long, Director HIV Health Services
Council Members will be presented with a Quarterly Report from the Grantee.

Public Comment on this item

IX. Counties Working Group Proposal- VOTE **6:35 PM**
Co-chairs, HIV Health Services Planning Council
The Council will review the Proposal (Structure of Relationship Between Counties and the Planning Council) from the Counties Working Group and vote on accepting the proposal.

Public Comment on this item

X. AIDS Partnership California Statement-VOTE **6:45 PM**
Randy Allgaier, HIV Health Services Planning Council Co-chair
CM Allgaier will present the statement from the AIDS Partnership California regarding reauthorization of the CARE Act. The Council will vote on whether or not to sign on to the statement.

Public Comment on this item

XI. Discuss Comprehensive Plan Values & Vision Statement- VOTE 6:55 PM

Laura Thomas & Randy Allgaier, Comprehensive Plan Working Group

Council will discuss the Shared Values and Vision statement from the Comprehensive Plan and discuss any changes or revisions. The Council will vote to approve any changes and/or revisions to the document.

Public Comment on this item

XII. Membership -VOTE 7:20 PM

The membership Committee recommends the following applicants for appointment to the Council commencing on October 1, 2005.

Tracy Brown
Wade Flores
Kandi Patterson

Public Comment on this item

XIII. Nov. & Dec. Council Meeting Dates - VOTE 7:23 PM

Co-Chairs

The Council will discuss the meeting dates and /or location for the November and December full Council Meetings. The Council will vote on any changes if necessary.

Public Comment on this item

XIV. New Council Co-chair Voting Results 7:25 PM

Council Support

The results of the Council Co-chair vote will be announced.

Public Comment on this item

XV. New Business/ Next Agenda 7:28 PM

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting will on October 24, 2005 from 4:30-7:30 p.m.*

XVI. Adjourned 7:30 PM

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Committee attendees.

HIV Health Services Planning Council
730 Polk Street San Francisco, CA 94109
****
San Francisco Department of Public Health, AIDS Office
25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

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HIV Health Services Planning Council
Milton Marks Conference Center
The State Building
455 Golden Gate Ave. (Between Larkin & Polk St.)
Lower Level, San Diego Rooms B&C
September 26, 2005
4:30 PM - 7:30 PM

MINUTES
HIV Prevention Planning Council meeting will begin at 3 p.m.
(Please be respectful of the meeting in progress when entering the room)

Joint Meeting with the HIV Prevention Planning Council
4:30-6:00 p.m.

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I. Introductions

Co-Chair Siron called the meeting to order at 4:30 p.m.
He requested for speakers to announce their name and agency or whether they are a consumer.

Council members from both Councils introduced themselves.

Co-Chair Israel Nieves-Rivera reminded everyone on process regarding announcing themselves and public comment. He also provided some background on the Prevention Planning Council to explain the differences between Prevention and Health Services.

II. Roles, Mission & Vision of Councils Presentation
Charles Siron, HIV Health Services Planning Council
Gayle Burns & Israel Nieves-Rivera, HIV Prevention Planning Council
Each Council will briefly present their roles, mission and vision.

Gayle Burns & Israel Nieves-Rivera provided an overview of the roles, mission & vision of the HIV Prevention Planning Council. They explained that they prioritize tiers, identify at-risk populations, and taking leadership to ensure that the national agenda is not the only agenda to provide strategies and interventions to reduce the epidemic through prevention efforts.

Co-Chair Charles Siron provided an overview of the roles, mission and vision of the HIV Health Services Planning (CARE) Council. He offered details on the specific mission and roles of the CARE Council, including demographic information of Council Members.

Council Members questions or comments: none.

Public Comment on this item
No public comment on this item.

III. Reauthorization of the CARE Act
Randy Allgaier, HIV Health Services Planning Council Co-chair
Laura Thomas, HIV Health Services Planning Council

CM Allgaier and CM Thomas will present the current status and issues of concern regarding the reauthorization of the Ryan White C.A.R.E. Act. Time for questions and answers will follow.

Co-Chair Allgaier and CM Thomas presented information on the current status and issues of concern regarding the reauthorization of the Ryan White C.A.R.E. Act. The presentation reviewed the guiding principles and proposals of reauthorization, including severity of need index, 75% of funds for core medical services, submission of HIV data by 2007 and names-based reporting, elimination of "double counting," the "hold harmless" issue, and the role of Planning Councils to serve as voluntary and advisory bodies.

The direct impact of these proposals on California was discussed.

The final conclusions were: that the Ryan White CARE Act works; reauthorization should not change the original intent of the RWCA: current problems will be fixed by increased resources, not by cutting from current programs; and the current administration proposals could cause major cuts to California and San Francisco. Other concluding discussion: support services are essential to keep clients in care and adhering to treatment and should not be jeopardized; jurisdictions that have dedicated resources to HIV/AIDS care and treatment should not be penalized for stepping up to the plate; Planning Councils are essential to ensuring the voices of consumers are part of local planning.

CM Thomas offered suggestions for how people can take action to do something about voicing their opinion on reauthorization including contacting elected representatives.

A handout of the Power Point presentation was provided to all present and is on file at Council Support Offices.

Council Members addressed questions to Co-Chair Allgaier and CM Thomas. Council discussed various issues with regard to decreased funding, concerns over name-based reporting of HIV cases.

Council Members requested clarity on when more information would be available.

Co-chair Allgaier indicated that there is not much movement at the time, because of other priorities of Congress (wars, hurricanes, and tax cuts) that there is not a clear idea of when a decision will be made. He agreed that Prevention Council would be notified when an issue arises that needs action, especially contacting elected officials.

Public Comment on this item
No public comment.

IV. Prevention with Positives Presentation
HIV Prevention Planning Council
The HIV Prevention Planning Council will give an update on current prevention with positives initiatives and contracts. Time for questions and answers will follow.
Co-Chair Burns announced the presenters for Prevention with Positives. Ed Byron provided an update and history of the committee of the HPPC. A power point presentation reviewed the main goals of Prevention with Positives (PWP); history of PWP programs; how PWP programs fit into the overall prevention plan and prevention priorities; currently funded PWP programs listing target populations. PWP Programs linked to Centers of Excellence. Eileen Loughran discussed barriers to implementing the program, such as recruiting medical providers, staff attrition, evaluation social marketing and burnout for outreach and mobile clinic workers, providing HIV/std counseling. She also discussed next steps: to

continue funding PWP programs, and SFDPH will focus on linkages among these programs.

Council addressed questions to the presenters.

Public Comment on this item
No public comments.

V. Next Steps
Co-Chairs, HIV Prevention and HIV Health Services Planning Councils
The group will discuss any next steps for the two Councils to continue work together.

Co-Chair Gayle Burns introduced the topic and asked for comments and suggestions.

Comments and suggestions:

• Randy Allgaier proposed a collaborative workgroup made of members of both Councils to explore how the Councils can work better together.
? He also suggested that Co-chairs of the Councils should met more often.
• Perry Rhodes III suggested a social event for both Councils as people tend to work better with people they know.
• Laura Thomas remarked that the epidemiology data shows that people in SF are coming late into care, and that 40% are late-testers -- all of which is problematic.
? Israel Nieves-Rivera indicated that this issue would be referred to the HPPC Co-Chairs.
• Catherine Geanuracos observed that the cultures are different between the two Councils.
? She suggested that both Councils prioritize inclusion of the others' members.
? She also noted that she believes that there are too many ad hoc committees in the CARE Council; and perhaps there should be a level of involvement that is less than the year commitment required on the HPPC.
? She suggested recruiting members from the other Councils for committees.
• Steve Gibson suggested a short term working group comprised of members of both Councils to look at reactions to Names versus No-Names Reporting.
• William Blum suggested Harder & Company make a presentation on PwP findings and what the Committees thinks should be on COE.
• Israel Nieves-Rivera suggested the Councils explore sharing a unique identification code so as to clearly connect the linkage of services provided to individuals.
? He observed that most referrals from Prevention providers are to CARE providers and such a code would facilitate tracking and evaluation.
? He also raised the possibility of CARE providers accepting the code established by Prevention to ensure clients aren't double counted, while maintaining confidentiality.
• Billie Jean Kanios suggested collaboration should continue as both Councils have the same goal, and it would most likely benefit all to do strategic planning together.
• Catherine Geanuracos suggested that the format of Joint Council meetings probably wouldn't work all the time, but that she has heard presentations in both Councils that would be valuable to the other Council.
? She suggested that to facilitate better crossover both Councils could meet on the same day of the month and have quarterly joint meetings.
• Anita Booker indicated that she believes presenting late is systemic in the African-American community and other communities of Color in SF.
? She added that there are a lot of issues that aren't being dealt with that require thinking out of the box from both Councils.
• Anita Booker also suggested that that there are so many meetings that perhaps additional joint

committee meetings might have different attendance requirements.
Charles Siron thanked attendees for participating, and said that the Co-Chairs of both Councils will continue to work together.

Additional next steps include:

Continue collaboration of prevention and care.
Strategic planning together to reduce the incidence of HIV.
Having CARE Council with more research presenters
More cross-over with presentations and attendance at both Council meetings

Public Comment on this item
No public comments.

Co-Chairs thanked everyone for attending.

VI. Joint Meeting Adjourned
Co-Chair Burns adjourned the joint meeting at 6:00 p.m.

Dinner will be served from 6:00-6:10 p.m.
HIV Health Services Planning Council Meeting
6:10-7:30 p.m.

I. Call to Order
CM Siron called the meeting to order.

II. Roll Call
Council Support called the roll. See Attachment A, Column 1.

III. Review and Approval of Agenda
Council reviewed the agenda. CM Hume moved to approve the agenda. CM Durio seconded. Agenda approved by consensus.

IV. Review of Minutes- August 26 & 27, 2005

Council Members were instructed to review the 40-plus pages of minutes from the Prioritization and Allocation two-day meeting and they will be approved at the October Council meeting.

V. General Announcements

CM Kanios announced graduation of Walden House at Palace of Fine Arts on November 1st. This is evidence of the success of their program, and people reclaiming their life. He will provide invitations and encourages everyone to attend.

CM Graham announced her pending resignation from the CARE Council with all of her growing demands on the Marin Council and will still be involved.

CM Sallee announced her pending resignation that this would be her final CARE Council meeting, due to the increased demands of her new position at Kaiser. She expressed her gratitude for serving on the Council for three and half years, she believes in the work of the Council and will continue to support

however she can.

CM Durio thanked everyone for the last three years, this will be his last Council meeting and he will be submitting his resignation soon.

CM Hume announced that this is his last Council meeting and has already submitted his resignation.

CM Geanuracos announced that she has already announced her resignation.

CM Booker announced that due to personal and business reasons she has submitted a three month request for a sabbatical from the Council.

Jack Newby announced that there is a cake in recognition and appreciation of all the Council Members for all their work, and congratulated them. Jack presented three certificates of appreciation to CMs Hume, Sallee, and Geanuracos.

Council Support Leah Crask announced that she is resigning from her position at the end of the month.

VI. Public Comment

Tracy Brown of TARC announced receipt of a letter awarding them a grant working with H+Co. to build on the Needs Assessment research and to determine how to provide more services in the Tenderloin.

No other public comments.

VII. Distribute Ballots for Council Co-chair- VOTE

Co-Chair Siron asked for additional nominations for Council Co-Chairs.
Ballots distributed listing names of nominees identified at the last Council meeting and blanks for write-in names.
Co-Chair Allgaier reviewed the demographic qualifications of current nominations.
No further nominations. Nomination closed.
Council Support collected and tabulated the ballots and will provide results later in the meeting.

Public Comment on this item
No public comment.

VIII. Grantee Quarterly Report
Michelle Long, Director HIV Health Services

Michelle Long provided the grantee quarterly report to the Council. She provided a handout (on file at Council Support Offices).

All of original care contracts have been completed. At this point, only 3% of contracts are still in review or negotiation process. Approximately 18 new contracts from the MOU will be generated from 2 solicitations and not included in the other reported counts. Other information provided includes information on solicitation and the number of proposals for each solicitation as well as the total amount request and total amount funded. She pointed out a disparity in the amount requested (nearly $15

million) and the amount funded ($4.8 million) for the COEs.

Council directed questions to Michelle Long who offered clarification on various concerns.

Due to meeting running late, Michelle indicated that Council Members could contact her directly with any questions.

Public Comment on this item

There were no public comments on this item.

Co-Chair Siron asked for a consensus to continue the meeting to 7:40 p.m. There was no disagreement.

IX. Counties Working Group Proposal-VOTE
Co-chairs, HIV Health Services Planning Council
The Council will review the Proposal (Structure of Relationship Between Counties and the Planning Council) from the Counties Working Group and vote on accepting the proposal.
Council Co-Chair Siron informed Council that he also served as one of the co-chairs on the Counties Working Group. He directed Council to the Relationship document (presented to all present and on file at Council Support Offices). He announced that this has been brought to the Council as a motion from Steering Committee.

CM Allgaier spoke in favor of the motion from Steering to approve the proposal.
CM Kleffner spoke in favor of the motion and added that it is 10% down payment, a first step that Marin County is admitting that it will follow the Title I process. She added that EMA-wide issues need to be addressed and willing to accept as an initial step.
CM Spaeth spoke in favor of the proposal, and on behalf of the Marin County DPH she says it will help make it clear on how to move forward and they have already achieved many of the goals and objectives in the document.
CM Durio asked for explanation about the cost of the proposal.
CM Allgaier indicated that little cost is attached, other than some funds already included in the budget, for Council Support for the Counties. This was agreed to by the Counties.

CM Byers indicated that Title II dollars does not go to the Counties and this can change from year to year…and suggested adding a reference to ("and/or Title II") which will address future issues. He made a motion to amend the motion accordingly.
CM Graham seconded.
Council discussed.
VOTE ON THE AMENDMENT by hand vote: Y (18); N (none), 1 abstention. All in favor of the motion to amend the proposal.

Discussion on amended motion.

Public comment. NONE.

VOTE ON amended motion: All if favor 18, Opposed (none); abstentions (2). The motion passed to approve the proposal on the Counties relationship.

Public Comment on this item
No public comments.

X. AIDS Partnership California Statement-VOTE
Randy Allgaier, HIV Health Services Planning Council Co-chair
CM Allgaier will present the statement from the AIDS Partnership California regarding reauthorization of the CARE Act. The Council will vote on whether or not to sign on to the statement.

CM Allgaier reviewed the information presented earlier on reauthorization and everyone was in agreement that the entire presentation need not be repeated. He briefly explained the AIDS Partnership California Statement.

Public Comment on this item

No public comment.

HAND VOTE on adopting and signing 16 in favor, opposed (none); 3 abstentions.
The motion to adopt the AIDS Partnership California Statement passed.

XI. Discuss Comprehensive Plan Values & Vision Statement
Randy Allgaier & Don Soto, Comprehensive Plan Working Group
Council will discuss the Shared Values and Vision statement from the Comprehensive Plan and participate in a Shared Values and Vision exercise.

CM Soto announced that the Comprehensive Plan Working Group (CPWG) has been formalized. He provided brief background information on the process. He announced the upcoming meeting dates and encouraged Council Members to participate. He pointed everyone to the definition of Core Values (document on file at Council Support Offices).

Co-Chair Allgaier encouraged the Council to brainstorm on different ideas regarding core values without considering funding cuts, and in light of all the best possible scenarios.

Access
Respect
Equity EMA-wide
Client-Centered
Accountability/Oversight
Independence
Integration
Collaboration
Excellence
Education
Choice
Compassion
Collaboration
Culturally competent
Consolidation
Advocacy
Efficiency

Council reviewed similarities on different values that could be combined or collapsed, and reviewed values identified in previous years.

The previous Three-Year Plan included these values:

Access
Compassion and respect
Excellence
Partnership
Integration
Informed Choice
Equity

Council discussed that they Equity was the same as Equality.

Group reviewed the list of identified values and Co-Chair Allgaier indicated that everyone would go around the room and apply colored dots to their top four choices of values. These would be taken back to the CPWG who would then collate the information to determine everyone's top choices. The CPWG will bring the information back to Full Council with recommendations for core values which will lead the discussion on goals and objectives.

These decisions are based on the fact that reduced funding is inevitable, and Council Members were encouraged to make their choices based on having this in mind.

Public Comment on this item
No public comment on this item.

XII. Membership -VOTE
The membership Committee recommends the following applicants for appointment to the Council commencing on October 1, 2005.
CM Hume announced the nominees who were up for a vote by Council for membership.
Discussion on motion from Membership Committee is a slate of nominees to have them voted on.
Discussion on this motion.
CM Sallee asked if any candidates were applying for a particular seat, or general membership.
CM Hume mentioned that nominee Brown will fill a Title II chair, and that candidate Flores will fill demographic needs.
CM Pearce expressed concern about not having enough opportunity for Council Members to discuss.

CM Miller mentioned that most meeting evaluations show that CMs do not want to stay late and that is why these candidates are being presented as a slate.

CM Molnar stated that he has no objection to the slate, but suggested individually in the future to allow a more democratic approach and individual voting.

CM Durio expressed concern about demographic statistics for the Council and commented that demographic information should be available when having a vote.

CM Hume indicated that the Council was on track except for Latino populations.

Co-Chair Siron added that this issue of demographics was discussed thoroughly at Membership Committee.
CM Hume agreed with CM Molnar and recommends in the future that votes be done individually.
CM Sallee suggested that more detailed information be provided on the experience provided by a

mandated seat (such as Title III).
Objection to slate voting. None.
Public comment: none

CM Graham made a motion not to vote on a slate and vote individually instead.
CM Hume seconded.
Discussion: none.
Public comment: none.

VOTE on voting for candidates individually: 13 in favor: 6 against.
The motion to vote for candidates individually passed.

All in favor of Tracy Brown: 19 in favor: none opposed: 1 abstention. Passed.
Council Co-Chair Siron welcomed Tracy Brown as a new Council Member.

All in favor of Wade Flores: 14 in favor: 4 opposed 4: 2 abstentions. Passed.
Council Co-Chair Siron welcomed Wade Flores as a new Council Member.

All in favor of Kandi Patterson:19 in favor: none opposed. No abstentions. Passed.
Council Co-Chair Siron welcomed Kandi Patterson as a new Council Member.

ACTION: Council Support to add these new members to the Council Member roster, mailing lists, and other tasks.

Public Comment on this item
No public comments.

XIII. Nov. & Dec. Council Meeting Dates -VOTE
Co-Chairs
Council Support reported that the November meeting falls on the Monday after Thanksgiving and should they look for another space or change the date.
CM Allgaier made a motion to look for another space.
CM Kanios offered Walden House as a meeting space.
No further discussion.
No public comment.
VOICE VOTE to hold November Council Meeting at Walden House. All in favor. None opposed.

Regarding the December meeting, which falls on the Monday after Christmas.
CM Flood made a motion to cancel the December Council meeting.
CM Booker seconded.
No further discussion.
No public comment.
Raised hand vote to cancel Dec. meeting
7 in favor, 10 against. The motion to cancel Dec. meeting did not pass.

CM Thomas made a motion to change the meeting date for the December Council meeting.
Discussion:
CM Hume commented that perhaps changing the Council meeting day permanently would prevent this problem in the future.
No further discussion

No public comment.

Motion to change meeting date to Dec. 19 (3rd Monday): 16in favor; 2 opposed; 2 abstentions. The motion passed.

ACTION: Council Support to modify calendar and arrange for meeting space for December 19.

Public Comment on this item
No public comments.

XIV. New Council Co-chair Voting Results

Council Director Jack Newby presented results of Co-Chair election ballots: Billie-Jean Kanios, Randy Allgaier, and Don Soto

ACTION: Council Support to modify documents, email lists, and other tasks associated with assigning of Council Co-Chairs.

CM Allgaier thanked CM Siron and CM Booker for working together over the past year.
Public Comment on this item
No public comment.

XV. New Business/ Next Agenda
- Council Members will have an opportunity to complete Meeting Evaluation Forms.
- The next Council Meeting will on October 24, 2005 from 4:30-7:30 p.m.

XVI. Adjourned
The meeting adjourned at 7:42 p.m.

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San Francisco

HIV Health Services Planning Council

Milton Marks Conference Center
The State Building
455 Golden Gate Ave. (Between Larkin & Polk St.)
Lower Level, San Diego Rooms B&C
October 24, 2005
4:30 PM - 7:30 PM

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DRAFT AGENDA

I. Call to Order **4:30 PM**

II. Roll Call **4:32 PM**

III. Review and Approval of Agenda **4:35 PM**

IV. Review of Minutes-
August 26 & 27, 2005 and September 26, 2005 **4:37 PM**
Council Members will review the minutes from the two-day Prioritization and Allocation meetings on August 26 and 27, and the September 26, 2005 Council Meeting.

V. General Announcements **4:47 PM**
- *Remind Council Members to complete Meeting Evaluation Forms that will be distributed during the dinner break.*
- *COA Committee announces upcoming Community Meeting in Bayview on Nov. 9*

VI. Public Comment **4:50 PM**

VII. Council Membership Applicants Scheduled for Interview **4:55 PM**
Mark Molnar and Dorothy Kleffner, Membership Committee Co-Chairs
Membership Committee announces new Council Membership Applicants to be scheduled for interviews and invites Council Members interested in offering input to review applications and/or participate in interviews.

Public Comment on this item

VIII. Rollover Funds Request Update and Discussion - VOTE **5:00 PM**
Michelle Long, Director HIV Health Services
Council Members will be presented with an update regarding HRSA's response to the request for application of Rollover Funds and vote on an AIDS Office proposal.

Public Comment on this item

IX. Discuss Comprehensive Plan Goals – VOTE 5:30 PM

Don Soto and Randy Allgaier, Comprehensive Plan Working Group

A brief review of the revised Shared Values and Vision statement from the Comprehensive Plan Working Group, followed by a review, revision, and VOTE on the new Plan Goals.

Public Comment on this item

X. Dinner Break 6:15 PM

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

XI. Report on Title I Summit 6:30 PM

Randy Allgaier, Council Co-Chair

Public Comment on this item

XII. CARE Act Reauthorization Update 6:40 PM

Laura Thomas, Council Member

The Council will receive an update on the latest information regarding CARE Reauthorization and the possible impact on the Planning Council and SF-EMA.

Public Comment on this item

XIII. Funding Scenario Proposals from Planning Committee -VOTE 6:50 PM

Laura Thomas and Chris Callandrillo, Planning Committee Co-Chairs

The Planning Committee submits two proposals regarding funding scenarios for budget cuts greater than 10% and greater than 15%; Council Members will vote whether to approve the proposals.

Public Comment on this item

XIV. New Business/ Next Agenda 7:28 PM

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting will be on November 28, 2005 from 4:30-7:30 p.m. at Walden House. Please note change in location.*

XV. Adjourned 7:30 PM

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San Francisco Department of Public Health, AIDS Office
25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

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I. Call to Order
Co-Chairs called the meeting to order at 4:45 p.m.

II. Roll Call
Council Support called the roll and there were 16 members present, three of whom are newly appointed members; not enough for quorum. (see Attachment A, Roll Call)

III. Review and Approval of Agenda
Co-Chair Kanios discussed minor changes to the agenda due to pending late arrival of HIV Health Services staff. No other input for the agenda. With arrival of enough members, agenda was approved by consensus.

IV. Review of Minutes-
August 26 & 27, 2005 and September 26, 2005
Council Members will review the minutes from the two-day Prioritization and Allocation meetings on August 26 and 27, and the September 26, 2005 Council Meeting.
Council reviewed the minutes from August 26 and 27, and the September 27 Council meeting. Without quorum, the minutes were not immediately approved.

Public made comment regarding a change to minutes of August 26 on Page 6.
Council Support noted.

No changes recommended to minutes from August 27.

No changes recommended to minutes from September 26.

Upon arrival of sufficient Council Members for quorum, CM Thomas made a motion to approve all minutes. Seconded. All minutes approved.

V. General Announcements

Co-Chair Allgaier reminded Council that there is not quorum, and given that some agenda items that do not require a vote will need to be moved.

CM Anderson announced regarding the Community Meeting scheduled for November 9 and encouraged Council Members to attend.

CM Flores announced that the Marin HIV AID Council is scheduling a November 10 community forum. He also announced a newsletter that he is producing, entitled "Consumer's CARE Report" and brought

copies for Council Members and the public. (Copy on file at Council Support Offices).

Co-Chair Kanios reminded Council Members about completing their meeting evaluation forms.

VI. Public Comment
Patrick Monette Shaw made a comment regarding voting procedures when there is not quorum.
Bill Hirsch from ALRP thanked the AIDS Office for moving through their contracts in a timely manner.

VII. Council Membership Applicants Scheduled for Interview
Mark Molnar and Dorothy Kleffner, Membership Committee Co-Chairs
Co-Chairs of Membership Committee announced that they have six people lined up for Membership interviews. He mentioned their names and invited all Council Members to attend interviews and/or provide feedback after reviewing applications. The names of applicants are as follows: Susan Philip; Joseph Graham; Joaquin Sanchez; Micke Ulate; Aimee Zenzele Barnes; and Heriberto Quesada.

Public Comment on this item
None.

VIII. Rollover Funds Request Update and Discussion - VOTE
Michelle Long, Director HIV Health Services
Council Members will be presented with an update regarding HRSA's response to the request for application of Rollover Funds and vote on an AIDS Office proposal.
Co-Chair Allgaier provided an update regarding the reason for this item being on the agenda, primarily because the Council had asked for the rollover funds to be directed toward the service category of Direct Emergency Financial Assistance, but HRSA considers this a housing category, which is not a core service category, and would not approve having this entire amount go for this service category.

The AIDS Office has come up with another proposal. CM Allgaier indicated that Steering Committee and Co-Chairs have reviewed the proposal.

With the absence of Michelle Long, the presentation was provided by Russ Zellers.
Russ Zellers presented the AIDS Office proposal for November 2005 – Feb. 2006 (four months).
$193,000 ISP#1 Continuation (580 patients) in the Haight
$109,637 ISP#2 Continuation for women (85 patients). Case management.
$60,764 Direct Financial Assistance
$317,395 Two Primary Care sites for non-COE clients, including a H.C. and SFGH program.
Total $680,796
General Funds to be used as needed to continue ISP programs and 2 Primary Care programs (March through June 2006).

Russ Zellers spelled out the details of the proposal. Council discussed and directed questions to Mr. Zellers who provided succinct and informative answers.

CM Thomas made a motion to: approve Items 1, 3, and 4 in the interest of moving things along for approval by HRSA, and wait to vote on Item 2 pending additional information.
Motion Seconded.

Discussion on CM Thomas' motion.

Mr. Zellers mentioned that the only dilemma is the short amount of turn-around time.

Council discussed.

CM Molnar introduced an alternative motion:
To combine all amounts into an ISP/COE transition fund so that ISPs can continue or transition their clients, without the level of specificity. The $60,764 will still go for Direct Emergency Financial Assistance.
That motion seconded.
Discussion on alternative motion.

Co-Chair Allgaier injected an amendment to CM Molnar's alternative motion:
Keep the motion outlined by CM Molnar, but have that money combined with a directive to the AIDS Office to revisit funding amounts while taking into consideration client numbers, and ensure clarity on using the funds for transition purposes and case management for direct medical services.

Seconded.
Discussion on amendment to alternative motion.

CM Callandrillo called the question on the amendment to the alternative motion.

Public Comment
Patrick Monette Shaw commented on the Council allowing the AIDS Office to make the decisions on the matter.

VOTE ON AMENDMENT TO ALTERNATIVE MOTION to provide a directive to the AIDS Office on the specific use of these funds for transition purposes and case management for direct medical services.

HAND VOTE: 13 in favor; 3 opposed.

The substitute motion with the amendment: The remaining funds go to ISP/COE for transition and continuation issues with a directive to the AIDS Office to look closer at Item #2 regarding case management.

Discussion on alternative motion.

Public Comment
Patrick Monette Shaw directed a personal comment to CM Hicks, and provided his input on the amounts being discussed.

VOTE: ON ALTERNATIVE MOTION.
14 in favor; 3 opposed. No abstentions, no recusals.

Original motion from CM Thomas withdrawn.

Council agreed that there should be a fair process for determining who gets this money, and how it gets spent.

Public Comment on this item

No public comments.

IX. Discuss Comprehensive Plan Goals – VOTES
Don Soto and Randy Allgaier, Comprehensive Plan Working Group
A brief review of the work from the Comprehensive Plan Working Group, followed by a review, revision, and VOTES on Working Group Values Recommendations and the new Plan Goals.

Co-Chair Allgaier provided an update regarding the activities of the Comprehensive Plan Working Group. He discussed that there has not been adequate time to devote to the plan and it is acting as a springboard for future discussions on how to deal with greater funding cuts. He discussed core values identified by the Planning Council at their September 26 meeting. He reviewed the changes in values from the previous plan. He indicated that the Council needs to vote whether to approve the results of this exercise.

Motion to approve the 7 values compiled by the Comprehensive Plan Working Group.
CM Kleffner moved to approve. CM Thomas seconded.
No further discussion.

Public Comment on this item

Patrick Monette Shaw made a comment regarding the values and consolidating agencies.
No other public comments.

Hand VOTE All IN FAVOR: All present in favor. None opposed. No abstentions or recusals.
THE MOTION PASSED to approve the 7 values.

Co-Chair Soto continued with a discussion of the Plan Goals. He explained that the last plan had too many goals, and this Plan consolidates all of those goals into a few important goals. He reviewed with the Council the document DRAFT LIST OF GOALS FOR THE 2006-2009 COMPREHENSIVE SAN FRANCISCO HIV SERVICES PLAN (On file at Council Support Offices). These included long-term goals for systems, planning, evaluation, and service goals. The others include short term goals for care and treatment. He explained the reasons for consolidating the goals.

Council discussed.

Public Comment
Patrick Monette-Shaw advised Planning Council to exercise oversight and accountability, and to consider hiring their own staff person to perform these tasks.

No other public comments.

VOTE on approving of the Comprehensive Plan Goals.
CM Anderson made a motion to approve the Plan Goals. Seconded.
Discussion. None.

Public Comment
No public comment.

VOTE by hand: In favor: 16; Opposed: 1; no abstentions or recusals.
MOTION PASSED.

X. Dinner Break
Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

XI. Report on Title I Summit
Randy Allgaier, Council Co-Chair
Co-Chair Allgaier provided a report on Title I Summit sponsored by the State Office of AIDS. He added that CARE Reauthorization was a main topic of discussion.

Public Comment on this item
No public comment on this item.

XII. CARE Act Reauthorization Update
Laura Thomas, Council Member
The Council will receive an update on the latest information regarding CARE Reauthorization and the possible impact on the Planning Council and SF-EMA.
This item moved up on the agenda. CM Thomas announced that this would be a standing item on the Planning Council agenda until reauthorization is approved (or not). She provided an update to Council. The goal for a decision on the matter is now the end of December. She mentioned a Unity Summit that is bringing together national and regional advocates that work on this issue. CM Thomas added that everyone concerned has signed on to the joint letter.

Public Comment on this item
No public comments on this item.

XIII. Funding Scenario Proposals from Planning Committee -VOTE
Laura Thomas and Chris Callandrillo, Planning Committee Co-Chairs
The Planning Committee submits two proposals regarding funding scenarios for budget cuts greater than 10% and greater than 15%. Council Members will vote whether to approve the proposals.
CM Thomas reviewed the background with the funding scenarios, that in the two-day prioritization meeting Council voted and approved on cuts up to 10%. That left some decision to be made regarding the above 10% cuts for Planning Committee.

Planning Committee has drafted a proposal for a 10%-15% cut, and why no decision has been made on cuts greater than 15%.

Additionally, Planning Committee proposes that the Planning Council work more closely with the Board of Supervisors regarding upcoming cuts and work together on a more thoughtful process.

Services in Tier II will take a larger cut, and services in Tier I will take a smaller cut. The proposal is: cut greater than 10% and up to 15%, first Planning Council Support will take a 5% cut. Tier II will get a 15% cut, whatever the remaining reduction will be taken from Tier I proportionately.

Since this came from Planning Committee and Steering Committee as a motion, it does not need a second.

Discussion. None.

Public Comment on this item
Patrick Monette Shaw commented that people should determine what the plan is for more than 15% cut before making a decision on the 10-15% cut.

Bill Hirsch spoke in favor of the proposal and believes it will help to preserve services.

No other public comments.

Council voted on the motion from Planning and Steering on the proposal regarding funding cuts less than 15% and greater than 10%.

ROLL CALL VOTE (See Attachment A, Column 2). All in favor. None opposed.

XIV. New Business/ Next Agenda
No new business was discussed: No items for the next agenda were mentioned.

XV. Adjourned
The Co-Chairs adjourned the meeting at 7:00 p.m.

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DRAFT AGENDA

I. Call to Order **4:30 PM**

II. Moment of Silence Honoring Mike Pendo, Health Educator, AIDS Office

III. Roll Call **4:32 PM**

IV. Review and Approval of Agenda **4:35 PM**

V. Review of Minutes- ***October 24, 2005*** **4:37 PM**
Council Members will review the minutes from the October 24, 2005 Council Meeting.

VI. General Announcements **4:47 PM**
- *Remind Council Members to complete Meeting Evaluation Forms that will be distributed during the dinner break.*
- *COA Committee co-chairs announce the successful Bayview Community Meeting, and briefly report on feedback obtained.*

VII. Public Comment **4:50 PM**

VIII. Council Membership Applicants Scheduled for Interview **4:55 PM**
Mark Molnar and Dorothy Kleffner, Membership Committee Co-Chairs
Membership Committee announces new Council Membership Applicants to be scheduled for interviews and invites Council Members interested in offering input to review applications and or participate in interviews.

Public Comment on this item.

IX. Unfunds Allocation and One-Time Funds - VOTE **5:00 PM**
Michelle Long, Director, HIV Services and Russ Zellers, Assistant Director, HIV Health Services
The Council will review and discuss a recommendation from HIV Health Service regarding the unfunds allocation and one-time funds, and vote whether to approve the recommendation.

Public Comment on this item.

X. Unfunds Policy Review – VOTE **5:10 PM**
Ayisha Benham, Co-Chair Infrastructure & Policy Committee
The I&P Committee presents the revised Unfunds Policy, and Council Members will vote whether to approve and include in the Planning Council Policy & Procedure Manual.

Public Comment on this item.

XI. Comprehensive Plan Objectives and Action Steps **5:20 PM**

Don Soto and Randy Allgaier, Comprehensive Plan Working Group

A presentation from the Comprehensive Plan Working Group and review of SF Objectives & Action Steps.

Public Comment on this item.

XII. Dinner Break **6:05 PM**

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

XIII. Policy & Procedure Review – VOTE **6:20 PM**

Ayisha Benham, Co-Chair Infrastructure & Policy Committee

The I&P Committee presents policies and procedures for review by the Full Council. Council Members will review and vote whether to approve these policies and include them in the Planning Council Policy & Procedure Manual:

- *Website Links for Ryan White CARE Act and HRSA Policy Updates*
- *Meeting Procedures Policy-Public Comment*
- *Committee Development and Organization Policy*
- *Policy and Procedure Manual Update and Review Policy*
- *Membership of Steering Committee*
- *Council Decision Making Matrix*
- *Development of Full Council Agenda*

Public Comment on this item.

XIV. Medicare Part D Update **6:40 PM**

Randy Allgaier, Council Co-Chair

The Council will receive an update on the latest information regarding Medicare Part D.

Public Comment on this item.

XV. New Business/ Next Agenda **7:25 PM**

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting will be on December 19, 2005 from 4:30-7:30 p.m. returning to the usual location at the State Building. Please note change in meeting date.*

XVI. Adjourned **7:30 PM**

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I. Call to Order
Co-Chair Soto called the meeting to order at 4:45 p.m.

II. CM Thomas explained a bit of history regarding the sudden death of Mike Pendo and his role at the AIDS Office. The Council recognized a moment of silence honoring Mike Pendo, Health Educator, AIDS Office.

III. Roll Call
Council Support called roll. Present. Quorum was met. [See Roll Call, Attachment A, Column 1]

IV. Review and Approval of Agenda
The Council reviewed and approved the agenda by consensus.

V. Review of Minutes- October 24, 2005
Council Members reviewed the minutes from the October 24, 2005 Council Meeting. The following changes were noted:
• None.
The minutes were approved by consensus.

Public comment on minutes. Patrick Monette-Shaw mentioned an item regarding the Rollover Funds discussion at the October 24 meeting, and stated that he had brought up conflict of interest violations. He commented that omissions to the minutes did not include these conflict of interest discussions, and consequently he will be filing a complaint.
No other public comment.

VI. General Announcements
Council Members made the following announcements:
• Mark Molnar announced an event for World AIDS Day sponsored by Shanti.
• Wilfredo Ortiz announced the successful event in the Bayview community, and provided details on attendance and feedback. CM Ortiz added that the COA Committee is very short of members and requested to have new members consider the COA Committee. He mentioned that one request was to have the full council meet in the Bayview at some point.
• Susan Latham announced her arrival as the new Administrative Coordinator for Planning Council Support.
• Co-Chair Soto reminded Council Members to complete their Meeting Evaluation Forms.

VII. Public Comment
Patrick Monette-Shaw commented regarding Laguna Honda Hospital AIDS Unit, and mentioned that it will be renamed to the Positive Care Unit as of December 1st for World AIDS Day. He discussed his concerns about inappropriate expansion of hiking trails for the facility. He suggested that Council Members call the Laguna Honda main number for more details, and encouraged Council Members to become more familiar with the situation there.
Rebecca Smith from Marin County Division of Public Health introduce herself. She thanked Council Support for getting minutes and agendas posted on the website.

VIII. Council Membership Applicants Scheduled for Interview
Mark Molnar and Dorothy Kleffner, Membership Committee Co-Chairs
CM Kleffner named the three people scheduled for interviews at the December Membership Committee meeting. She encouraged Council Members to forward comments or attend the interview to offer feedback. CM Kleffner announced two resignations from the Council: CM Callandrillo and CM Smelcer.

CM Molnar added that there are two additional Council Members, CM Pugh and CM Oropeza with approved leave of absences. He reminded Council Members of the date of the next Membership Committee meeting and invited them to attend.

Council discussed the number of Council Members on leave of absence and how this affects quorum and other issues. Membership Committee co-chairs agreed they would re-visit this issue.
Public Comment on this item.
No public comment.

IX. Unfunds Allocation and One-Time Funds – VOTE
Michelle Long, Director, HIV Services and Russ Zellers, Assistant Director, HIV Health Services
The Council will review and discuss a recommendation from HIV Health Service regarding the unfunds allocation and one-time funds, and vote whether to approve the recommendation.

[This item postponed pending the arrival of the presenters]. Russ Zellers discussed the details of the Unfunds Policy approved by Council as it relates to the proposed plan. Document on file at Council Support offices. Mr. Zellers reviewed the details of the categories that will receive portions of the funds. Council Members directed questions to Mr. Zellers who provided thoughtful and succinct responses.
Public Comment on this item.
Patrick Monette-Shaw commented on details regarding a memorandum that had been addressed to Steering Committee. Mr. Zellers clarified. Mr. Shaw continued with comments about how the Council would approve this plan.
No further public comment.
VOTE ON AIDS OFFICE PROPOSED PLAN FOR ONE-TIME FUNDS.
By a show of hands all were in favor, none opposed, 1 recusal.
The motion to approve the AIDS Office proposal for one-time funds was approved.

X. Unfunds Policy Review – VOTE
Ayisha Benham, Co-Chair Infrastructure & Policy Committee
CM Benham reviewed with Committee the draft revised Unfunds Policy. Council discussed the changes made to the document. Since this is coming from Steering, it does not require a second.
Public Comment on this item. None.
ROLL-CALL VOTE ON APPROVAL OF UNFUNDS POLICY

[See Attachment A, Column 2]. Unanimous in Favor.
The motion to approve the Unfunds Policy was approved.
ACTION: Council Support to include the Unfunds Policy to the Policy & Procedure Manual.

XI. Comprehensive Plan Objectives and Action Steps
Don Soto and Randy Allgaier, Comprehensive Plan Working Group
A presentation from the Comprehensive Plan Working Group and review of SF Objectives & Action Steps.

Co-Chairs of the Comprehensive Plan Working Group introduced Robert Whirry, the Plan Consultant. Mr. Whirry reviewed a PowerPoint presentation with Council regarding the Comprehensive Plan Objectives and Action Steps. (Document on file at Council Support Offices).

Council Members discussed.
CM Thomas brought to the attention of Council an error on the powerpoint presentation, which is correct on the actual handout of the goals, objectives, and action steps.

Council applauded Robert Whirry on the work performed on this document and the other activities of the working group.

Robert mentioned that complete copies of the Plan would be made available to those who request it from Council Support.
Public Comment on this item.
Patrick Monette-Shaw made a comment regarding one of the goals for those who may be out of care and made a suggestion for moving one of the action steps to another goal.
No other public comments.
XII. Dinner Break

XIII. Policy & Procedure Review – VOTE
Ayisha Benham, Co-Chair Infrastructure & Policy Committee
CM Benham, co-chair of I&P Committee, reviewed with Council the policies and procedures that have been brought to the Council for review and approval. She explained that these policies have been reviewed ad infinitum and also reviewed and approved at Steering. Co-Chair Allgaier reviewed one change to the public comment policy that was implemented by Steering after approval of I&P

Regarding the following policies, Council discussed:
Website Links for Ryan White CARE Act and HRSA Policy Updates
Meeting Procedures Policy-Public Comment
Committee Development and Organization Policy
Policy and Procedure Manual Update and Review Policy
Membership of Steering Committee
Council Decision Making Matrix
Development of Full Council Agenda

Public Comment on this item.
None.
VOTE BY SHOW OF HAND FOR APPROVING ALL OF THE ABOVE POLICIES, ALL IN FAVOR, NONE OPPOSED.
ACTION: Council Support to include these approved policies into the Council Policy & Procedure

Manual

XIV. Medicare Part D Update

Randy Allgaier, Council Co-Chair

Co-Chair Allgaier reviewed with Council the latest information regarding the new Medicare Part D prescription plans. Handouts of Co-Chair Allgaier's powerpoint presentation were made available. Technical difficulties prohibited the presentation from being projected. Document on file at Council Support Offices. Council discussed.

Public Comment on this item.

No public comment.

XV. New Business/ Next Agenda

Co-Chair Soto reminded Council Members to complete their Meeting Evaluation Forms.

Co-Chair Soto reminded Council Members about the meeting date and time of the next Council Meeting. The next Council Meeting will be on December 19, 2005 from 4:30-7:30 p.m. returning to the usual location at the State Building.

Co-Chair Allgaier distributed Certificates of Appreciation to those Council Members who were present.

Council Members discussed items for inclusion on next month's agenda:

None specifically identified.

XVI. Adjourned

Co-Chair Soto adjourned the meeting at 7:35 p.m.

Meeting minutes are considered to be in DRAFT form until reviewed and approved by Council attendees.

Home | Community Outreach & Advocacy Committee | Policy & Evaluation Committee | Evaluation Committee
Membership Committee | Planning Committee | Steering Committee

HIV Health Services Planning Council

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The State Building
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Lower Level, San Diego Rooms B&C
December 19, 2005
4:30 PM - 7:30 PM

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DRAFT AGENDA

I. Call to Order **4:30 PM**

II. Roll Call **4:32 PM**

III. Review and Approval of Agenda **4:35 PM**

IV. Review of Minutes- ***November 28, 2005*** **4:37 PM**

Council Members will review the minutes from the November 28, 2005 Council Meeting.

V. General Announcements **4:47 PM**

- *Remind Council Members to complete Meeting Evaluation Forms that will be distributed during the dinner break.*
- *Inform Council of Council Support evaluation and introduce Gilda Mansour*

VI. Public Comment **4:50 PM**

VII. Council Membership Applicants Recommendation - VOTE **4:55 PM**

Mark Molnar and Dorothy Kleffner, Membership Committee Co-Chairs

Membership Committee recommends four Council Membership Applicants for Planning Council membership. Council Members will vote separately on each candidate whether to approve for Membership on the Council.

- *Heriberto Quesada*
- *Micke Ulate*
- *Aimee Zenzele Barnes*
- *Susan S. Philip, MD*

Public Comment on this item.

VIII. Needs Assessment Presentation **5:05 PM**

Allison Weston, Harder + Company

Harder + Company will present to the Council key findings from the 2005 San Francisco EMA HIV/AIDS Needs Assessment. Council Members will have an opportunity to ask questions.

Public Comment on this item.

IX. Managing Scarcity Conference Report **5:55PM**

Dorothy Kleffner, Jack Newby and Co-Chairs

Report on the December California AIDS Partnership meeting.

Public Comment on this item.

X. Dinner Break **6:10 PM**

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

XI. Comprehensive Plan **6:30 PM**

Robert Whirry

A presentation from on the Comprehensive Plan document.

Public Comment on this item.

XII. Policy & Procedure Review – VOTE **6:45 PM**

Ayisha Benham, Co-Chair Infrastructure & Policy Committee

The I&P Committee presents policies and procedures for review by the Full Council. Council Members will review and vote whether to approve these policies and include them in the Planning Council Policy & Procedure Manual:

- *Steering Committee Function and Purpose*
- *· Council Member Job Description*
- *Priority Setting and Resource Allocations Process*
- *Development of Comprehensive Plan*
- *Policy Regarding Establishment, Development and Operation of Work Groups*
- *Document Handling (Internal Requests)*

Public Comment on this item.

XII. Ryan White CARE Act Reauthorization Update **7:05 PM**

Laura Thomas

Presentation regarding status of reauthorization of the Ryan White CARE Act.

Public Comment on this item.

XIII. Council/Grantee Action Plan – VOTE **7:15 PM**

Council Co-Chairs

The Council will review and vote whether to approve the Council/Grantee Action Plan.

Public Comment on this item.

XIV. New Business/ Next Agenda **7:25 PM**

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting will be on January 23, 2006 from 4:30-7:30 p.m.*

XV. Adjourned **7:30 PM**

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I. Call to Order

Co-Chair Kanios called the meeting to order at4:38 pm

II. Roll Call

Council Support called roll. [See Attachment A, Column 1]

III. Review and Approval of Agenda

Council reviewed the agenda and it was approved by consensus.

IV. Review of Minutes- *November 28, 2005*

Council reviewed the minutes from November 28, 2005 Council Meeting, and the minutes and they were approved by consensus.

V. General Announcements

- Co-Chair Kanios announced that there will be Certificates of Appreciation distributed later in the meeting.
- Co-Chair Kanios reminded Council Members to complete Meeting Evaluation Forms.
- Co-Chair Kanios introduced Gilda Mansour, an intern who will be conducting and completing the Council Support Evaluation. Jack Newby provided more details.
- Jack Newby announced the position of Training and Evaluation Coordinator with Council Support and encouraged Council Members to forward any candidates, and the job description is available.
- CM Simmons announced a full-time administrative assistant position open.
- CM Antonetty announced a 101 Grove hearing at 11:30 a.m. tomorrow with the Conference of Mayors discussing a ten-year plan to end homelessness.
- CM Kanios announced a half-time educator position at Walden House and requested referrals.

VI. Public Comment

No public comment.

VII. Council Membership Applicants Recommendation - VOTE

Mark Molnar and Dorothy Kleffner, Membership Committee Co-Chairs

Membership Committee recommends four Council Membership Applicants for Planning Council membership. Council Members will vote separately on each candidate whether to approve for Membership on the Council.

- *Heriberto Quesada*
- *Micke Ulate*
- *Aimee Zenzele Barnes*
- *Susan S. Philip, MD*

CM Molnar announced four membership candidates who are being recommended to the Full Council for a Membership Vote.

CM Molnar introduced Micke Ulate and provided brief biographical information. Council voted on membership. CM Pearce moved to approve the recommendation. Seconded.

VOTE FOR APPROVING MEMBERSHIP OF MICKE ULATE: All in favor. None opposed. No abstentions. Membership for Micke Ulate APPROVED.

CM Molnar introduced Heriberto Quesada and provided brief biographical information. Council voted on Membership.

VOTE FOR APPROVING MEMBERSHIP OF HERIBERTO QUESADA: All in favor. None opposed. No abstentions. Membership for Heribeto Quesada APPROVED.

CM Molnar introduced Dr. Susan Philip. Council voted on membership.
VOTE FOR APPROVING MEMBERSHIP OF SUSAN PHILIP: All in favor. None opposed. No abstentions. Membership for Susan Philip APPROVED.

CM Molnar introduced Aimee Barnes. Council voted on membership.

VOTE FOR APPROVING MEMBERSHIP OF AIMEE BARNES: All in favor. None opposed. No abstentions. Membership for Aimee Barnes APPROVED.

Co-Chair Kanios welcomed new members and invited those present to the table.

ACTION: Council Support to notify candidates and add to official mailing lists and database. Council Support to forward names to the Mayor's Office for official appointment: Micke Ulate, Heriberto Quesada, Aimee Barnes, Susan Philip.

CM Pearce commented that these are great candidates with great diversity.
CM Kleffner announced an interview scheduled for January and invited Council members to attend.
CM Kanios thanked Membership Committee for their great work.
Co-Chair Soto announced that CM Heriberto will have an interpreter.

Public Comment on this item.

No public comments on this item.

VIII. Needs Assessment Presentation

Allison Weston, Harder + Company

Allison Weston of Harder + Company presented key findings from the 2005 San Francisco EMA HIV/AIDS Needs Assessment. Council Members asked questions which were addressed by Allison. Council Members thanked and applauded Allison for her work on the Needs Assessment project. Jack Newby indicated PDF files were sent to all Council Members. A limited number of bound reports are available as well as copies on CD-ROM. Jack also thanked Harder & Company and Allison especially since the time frame was compressed to have the information and data in time for the Prioritization and Allocation Process.

Public Comment on this item.

No public comment on this item.

IX. Managing Scarcity Conference Report

Dorothy Kleffner, Jack Newby and Co-Chairs

Report on the December California AIDS Partnership meeting.

Co-Chair Soto provided background on the California AIDS Partnership Managing Scarcity Conference.
CM Kleffner followed-up with her perspective as a Consumer.
Jack Newby provided an overall perspective and his perspective as Council Director, and indicated that all of the California EMAs coming together for the first time is significant, and may have contributed to healing some of the North-South rivalries in California. The most important thing for him was how managing scarcity in all the EMAs have realized that they need to address funding cuts. He believes the Consolidated Statement when distributed to elected officials will make a loud statement with all the EMAs speaking with one voice.
CM Pearce requested for Council Members to provide Congressional District information to Council Support.
CM Thomas emphasized that this is important, especially for those who live outside the Dufty and Ammiano districts.
CM Kleffner added for people in Marin and San Mateo to also do this.
CM Spaeth stated that the Marin board has gone on record as supporting the Consolidated Statement.

Public Comment on this item.

No public comment on this item.

X. Dinner Break

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

XI. Comprehensive Plan

Robert Whirry

Mr. Whirry was not available and will provide a more detailed report in January. Council Director Jack Newby provided an update. The report is due January 1, and Mr. Whirry has indicated that the final report will be submitted later this week. Because the Council has voted on sections of the plan over the past few months, Mr. Whirry will present a more thorough report at January Council Meeting.

Public Comment on this item.

No public comments.

XII. Policy & Procedure Review – VOTE

Ayisha Benham, Co-Chair Infrastructure & Policy Committee

CM Benham announced that she will be traveling to Africa and visiting an AIDS orphanage next year and requested non-prescription medications and other medical supplies for her to take along.

- CM Siron assisted CM Benham with presenting the draft policies and procedures for review and vote.

Council Members were content with voting on the policies as a slate. Since all the committees have reviewed them numerous times the drafts are approved by Committees and Steering.

CM Siron made a motion to approve all policies as a slate.
CM Ortiz seconded.
All in favor of voting on the slate.
None opposed.
One abstention.
Motion passed to vote on all policies as a slate.

It was agreed that minor punctuation and typos would be directed to Council Support. Council Support Jack Newby pointed Council Members to the footer of the documents that identify the approval and voting process of each policy.

VOTE TO APPROVE THE POLICIES:
UNANIMOUS IN FAVOR [See Attachment A, Column 2].

ACTION: COUNCIL SUPPORT to FINALIZE AND INCLUDE THESE POLICIES IN THE POLICY AND PROCEDURE MANUAL.

- *Steering Committee Function and Purpose.*
- *Council Member Job Description.*
- *Priority Setting and Resource Allocations Process.*
- *Development of Comprehensive Plan.*
- *Policy Regarding Establishment, Development and Operation of Work Groups.*
- *Document Handling (Internal Requests).*

Public Comment on this item.

No public comment on this item.

XIII. Ryan White CARE Act Reauthorization Update

Laura Thomas

CM Thomas provided an update on the Ryan White CARE Act Reauthorization process. She indicated that things are better than they have been in about five years. The president's approval rating has been slipping due to scandals, post-Katrina fall out regarding cutting services for poor people, and other issues have contributed to this change. For one of the first times in this administration, moderate republicans aligned with democrats. There will probably be a 1% cut, which is not as bad as it could be. She indicated that things are not looking great, but better. The timeline seems to be early to mid January to introduce a bill. Otherwise it may get caught up in the election cycle. She indicated that the CARE Act does have strong Republican support, although they have different ideas of what should be in the act.

Regarding how this affects Title I dollars, CM Thomas added details about the hold harmless clause. She indicated that this protects the allocation in this EMA from being cut more than it would be otherwise. However, the award may arrive late.

Public Comment on this item.

No public comment.

XIV. Council/Grantee Action Plan – VOTE

Council Co-Chairs

Co-Chair Soto reviewed the details of the Council/Grantee Action Plan. Council discussed.

Council Members voted whether to approve the Council/Grantee Action Plan. 18 in favor; one opposed; one abstention. The Motion passed and the Council/Grantee Action Plan was approved. [See Attachment A, Column 3].

Public Comment on this item.

No public comment on this item.

XIV. New Business/ Next Agenda

Co-Chair Kanios reminded Council Members to complete Meeting Evaluation Forms. He also requested Council Members to make any changes to their name placards regarding agency affiliation and conflicts of interest and new placards will be made available in January.

Co-Chairs distributed Certificates of Appreciation to those Council Members present.

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting will be on January 23, 2006 from 4:30-7:30 p.m.*

XV. Adjourned

The meeting was adjourned at 7:05 p.m.

HIV Health Services Planning Council

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January 23, 2006
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DRAFT AGENDA

I. Call to Order **4:30 PM**

II. Moment of Silence in Honor of Will Carter **4:32 PM**

III. Roll Call **4:35 PM**

IV. Review and Approval of Agenda **4:37 PM**

V. Review of Minutes- ***December 19, 2005*** **4:39 PM**

Council Members will review the minutes from the December 19, 2005 Council Meeting.

VI. General Announcements **4:45 PM**

- *Remind Council Members to complete Meeting Evaluation Forms that will be distributed during the dinner break.*
- *Welcome new members Heriberto Quesada, Micke Ulate, Aimee Zenzele Barnes, Susan S. Philip, MD*

VII. Public Comment **4:50 PM**

VIII. SF Department of Health Quarterly Report **5:00 PM**

Michelle Long, Director, HIV Health Services, Department of Public Health

Presentation of the Quarterly Report from HIV Health Services, Department of Health to the Planning Council.

Public Comment on this item.

IX. Report on the Medical Monitoring Project **5:20PM**

Maree Kay Parisi, HIV/AIDS Statistics & Epidemiology, Department of Public Health

Report from Department of Public Health Medical Monitoring Project

Public Comment on this item.

X. Policy & Procedure Review – VOTE **5:40 PM**

Ayisha Benham, Co-Chair Infrastructure & Policy Committee

The I&P Committee presents policies and procedures for review by the Full Council. Council Members will review and vote whether to approve these policies and include them in the Planning Council Policy & Procedure Manual:

- *Community Outreach Committee Policies*
- *Membership Committee Policies*
- *Voucher Policy*

Public Comment on this item.

XI. Dinner Break **5:55PM**

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

XII. Membership - VOTE **6:10PM**

Membership Committee

The Committee also would like to recommend one Council Member for term renewal:

- *Margot Antonetty*

Public Comment on this item.

XIII. Prevention with Positives (PwP) (Points of Integration) - VOTE **6:13PM**

CM Kanios, Council Co-Chair, Ed Byron and Matt Jennings

Presentation and recommendations from PwP Committee for consideration and vote by the Planning Council

Public Comment on this item.

XIV. Report on Ryan White CARE Act Title IV **6:38PM**

Esperanza Pallana, Family Service Network Coordinator
Positive Health Program, UCSF

Presentation of Ryan White CARE Act Title IV programs in the EMA (Eligible Metropolitan Area).

Public Comment on this item.

XV. Recommendations from Planning Committee Regarding Prioritization Schedule **7:00 PM**

Laura Thomas and George Simmons, Co-Chairs, Planning Committee

The Council will review the Prioritization Schedule.

Public Comment on this item.

XVI. Housing Consultant Report - VOTE **7:10PM**

Margot Antonetty, Housing Work Group Co-Chair

Planning Council discussion regarding report on the consultant report and the HRSA modifications.

Public Comment on this item.

XVII. Ryan White CARE Act Reauthorization Update **7:25PM**

Laura Thomas, Council Member

Public Comment on this item.

XVIII. New Business/ Next Agenda **7:29 PM**

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting will be on* ***February 27, 2006*** *from 4:30-7:30 p.m. Location to be determined.*

XIX. Adjourned **7:30 PM**

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DRAFT MINUTES

I. Call to Order

II. Moment of Silence in Honor of Will Carter

Dion and Tom provided a brief introduction regarding Will Carter and his recent untimely death. Dion mentioned that she and Mr. Carter were both previously co-chairs of the Health Services Planning Council. Tom and Mr. Carter were also co-chairs together and he elaborated on the accomplishments of Mr. Carter. Other Council Members recalled memories of working with Will Carter and his unique style of getting things done, and his contributions to seeing the formation of Centers of Excellence and Council Support.

The Council recognized a moment of silence in memory of Will Carter and dedicated this meeting in his honor.

III. Roll Call

Council Support called roll and quorum was met. [See Attachment A, Column 1].

IV. Review and Approval of Agenda

Council reviewed the agenda and it was approved by consensus.

V. Review of Minutes- *December 19, 2005*

Council reviewed the minutes from December 19, 2005 and without any changes or revisions, they were approved by consensus.

VI. General Announcements

- Co-Chair Allgaier announced that a translator, Jose Cardoza, will be working with two Spanish-speaking Council Members, and asked for patience with Council Members while the details are worked out.
- Co-Chair Allgaier thanked the other co-chairs for their work during his absences with illness over the past few weeks.
- Co-Chair Allgaier reminded Council Members to complete their Meeting Evaluation Forms.
- Co-Chair Allgaier announced the presence of new Council Members: Heriberto Quesada, Micke Ulate, Susan Philip, and Aimee Barnes.
- Jack Newby reminded Council Members about the Council Support Evaluation that has been distributed via Survey Monkey and the importance of responding as there is a cut-off date. He mentioned that Gilda Mansour is the intern conducting the survey.

- Jack Newby welcomed back Anita Booker after her Leave of Absence and presented a Certificate of Appreciation for her work as a co-chair.
- CM Antonetty announced a new program planner at HUH, Lori Cook, who was present at the meeting and may be presenting information to the Council in the future.
- CM Byers announced that the State Senate has moved one step closer to names reporting for HIV positive people in the State of California. He will update Council as information becomes available.
- Co-Chair Allgaier informed Council Members regarding a Medicare Part D an emergency 30-day State fund for people who may need assistance obtaining medications during the transition period. He thanked and congratulated the State Office of AIDS on this work and CM Byers indicated he would pass that on to the staff at the State Office of AIDS.
- [The following announcement was submitted to Council Support after the meeting and is included herein for reference: Council recognizes CM Pearce for his many years of contributions on both the Planning and Prevention Councils. CM Pearce celebrates his birthday this week and, although he has not disclosed his actual age, it should be noted by Membership Committee (of which CM Pearce is an active member) that he can no longer consider "Youth" as a category of representation.]

VII. Public Comment

No public comments.

VIII. SF Department of Health Quarterly Report

Michelle Long, Director, HIV Health Services, Department of Public Health

Michelle Long presented the quarterly report from HIV Health Services, Department of Health to the Planning Council. She distributed two documents that included Contract Status Report, Conditions of award met Sept. 2005-Dec. 2005, Quality Management, Unobligated Funds Reallocated, and Funds Carried Forward from FY 2004-05; and CoE Update. (Documents on File at Council Support Offices). She was specific in noting that there are no specific numbers with regard to Centers of Excellence. At the time there are not many accomplishments to report although clients are using the CoEs, but reports or data will not be available for a short time. She discussed in detail some of the challenges involved in the start-up with the Centers of Excellence, and opened up for comments from those present.

Council Members directed questions and comments to Michelle Long. She provided succinct and informative responses.

No public comment on this item.

IX. Report on the Medical Monitoring Project

Maree Kay Parisi, HIV/AIDS Statistics & Epidemiology, Department of Public Health

Maree Kay Parisi from the HIV/AIDS Statistics & Epidemiology, Department of Public Health provided a report on the Medical Monitoring Project. (Copy of PowerPoint presentation on file at Council Support Offices). Council Members directed questions and comments to Ms. Parisi who provided succinct and informative responses.

No public comment on this item.

X. Policy & Procedure Review – VOTE

With no Infrastructure & Policy Committee Co-Chair present, Co-Chair Allgaier provided a review of the Council policies and procedures for review and vote of approval to be included in the Council Policy & Procedure Manual:

- *Community Outreach Committee Policies*

COA Committee State of Values – Council reviewed. No comments.
Consumer Input and Development of Community Fora – Council reviewed. Minor comments, no revisions.
Provider Input – Council reviewed. No comments.
COA Committee – Council reviewed. No comments.
Consumer Rights and Responsibilities – Council reviewed. No comments.

- *Membership Committee Policies*

Demographics and Membership Selection Criteria Policy – Council reviewed, no comments.
Conflict of Interest Policy – Council reviewed no comments.
Residence Requirements Policy – Council reviewed, no comments.
Excused Absences Due to Illness Policy – Council reviewed, no comments.
Resignation Policy – Council reviewed, no comments.
Orientation and Training Policy – Council reviewed and approved with minor changes noted by Council Support.
ACTION: COUNCIL SUPPORT TO MODIFY ORIENTATION AND TRAINING POLICY AS DISCUSSED AT FC MEETING 1/23/06
Mentoring Program Policy – Council reviewed, no comments.
Proxy Voting Policy – Co-Chair Allgaier reminded Council Members about the specifics of the proxy voting policy. Council reviewed and CM Brown made a recommendation for a change to the title. No second. No other comments.
CM Kleffner made an alternate motion to include language regarding the specifics about San Francisco proxy prohibition. Seconded.
Council discussed.
CM Byers mentioned that this may have some confusion regarding the use of the term of having an alternate for the State government representative.

CM Thomas suggested a separate policy relating to "alternates" and leave the current policy as is.

CM DiCrocco suggested withdrawing CM Kleffner's motion and returning policy to committee for reworking.

CM Brown suggested that making this matter clear in the policy (especially for new members) is important. He speaks in favor of CM Kleffner's motion.

CM Kanios spoke against the motion and would like to approve the policy.

Direction to Membership Committee to look at issue with regard to "alternate".

CM Kleffner withdrew her motion to modify.

ACTION: Council Support to revise Proxy Voting Policy as suggested. Inform Membership Committee to draft a separate policy regarding the use of "alternates."

- *I&P Committee*

Voucher Eligibility Policy – Council reviewed. Minor comments.

CM Byers provided further insight regarding use of the vouchers. He made a recommendation to include Title II. Seconded.

Discussion.
No public comment on the amendment to include reference to Title II.

VOTE on AMENDMENT TO VOUCHER ELIGIBILITY POLICY, by raised hand (24 in favor, none opposed, no recusals. Unanimous in favor. The motion passed.)

Public Comment on the Policy & Procedures:

Public member, Mr. Shaw suggested considering adding something to the Conflict of Interest Statement, that there should be more vigorous efforts among Council Members to recuse themselves when they have a real or perceived conflict of interest. [At a later point in the meeting, Mr. Shaw requested for the record to reflect that his comment "should" be changed to "must."]

Council Support was made aware that CM Durio arrived late to the meeting and was sitting in the public area, not at the Council table. Due to several months of inactivity and lack of communication, there was uncertainty whether Mr. Durio had resigned from Council duties. CM Durio requested to be permitted to vote on this item and subsequently recused himself.

Council voted on the policies discussed as a slate rather than individually, the results of which follow:

VOTE ON APPROVING LISTED POLICIES AND PROCEDURES: One recusal. Otherwise unanimous in favor. [See Attachment A, Column 2]

ACTION: COUNCIL SUPPORT TO MODIFY THE POLICIES AS VOTED ON TO REFLECT THAT THEY HAVE BEEN APPROVED BY FULL COUNCIL AND ARE NO LONGER IN DRAFT. INCLUDE IN P&P MANUAL.

XI. Dinner Break

XII. Membership - VOTE

CM Molnar, Co-Chair of the Membership Committee, informed Council that the Membership Committee strongly recommends the term renewal of CM Antonetty.

No discussion other than random hoots of support for CM Antonetty.

No public comment on this item.

VOICE VOTE for Membership Renewal of CM Antonetty: One recusal, all others in favor. Motion carried.

ACTION: Council Support to update Membership records to reflect CM Antonetty's term renewal.

XIII. Prevention with Positives (PwP) (Points of Integration) - VOTE

CM Kanios, Council Co-Chair, Ed Byron and Matt Jennings

Co-Chair Kanios introduced Co-Chairs of the Prevention Planning Council, Ed Byron and Matt Jennings, who presented information to the Council regarding Prevention with Positives and Points of Integration. (PowerPoint document on file at Council Support Offices). They also referred Council Members to a document entitled "Thinking Big: Strategies for Delivering Prevention with Positives Programs in San Francisco" (Document on file at Council Support

Offices). They explained the history and accomplishments of the Prevention with Positives Committee, and recommendations for collaboration with Prevention and Planning Councils.

Council discussed.

Public comment on this item included an inquiry regarding participation of women on this project. The presenters responded by indicating that all demographics were represented and participated.

Roll Call VOTE on Approving the Thinking Big document: 5 no votes or abstentions; 21 in favor [See Attachment A, Column 3]. The motion passed.

XIV. Report on Ryan White CARE Act Title IV

Esperanza Pallana, Coordinator of Family Service Network with Positive Health Program of UCSF provided a presentation on Ryan White CARE Act Title IV programs in the EMA, focusing on Family Service Network. (Copy of PowerPoint presentation on file at Council Support Offices). Council Members directed comments and questions to Ms. Pallana who provided succinct and informative responses.

Public Comment on this item.

Public member Mr. Shaw commented on the wording of a particular slide in the presentation and suggested that it be changed or stricken from the presentation.

[Due to the meeting running late, Co-Chair Allgaier requested to have the meeting extended ten minutes to complete business. No opposition was voiced.]

XV. Recommendations from Planning Committee Regarding Prioritization Schedule

Laura Thomas and George Simmons, Co-Chairs, Planning Committee

CM Thomas introduced the new co-chair of Planning Committee, George Simmons. She presented the recommendations of the Planning Council on this year's Priority Setting and Resource Allocations Process (Recommendations and Proposed Schedule for FY 2006/2007 Priority and Allocations) (Document on file at Council Support). She indicated that the process is virtually the same as last year except for a few minor changes, the primary one of which is having a break day between the two-day summit meetings. The date on the document title should be corrected to reflect that this year (2006) P/A Process is for FY 2007/2008.

Council Members commented on the excellent results of last year's process and thanked committee for its work.
No further discussion.

Public Comment on this item: Public member, Mr. Shaw suggested hiring the same facilitator because he enjoyed the magic wands she provided.

VOTE: BY HAND – Unanimous in favor of the Planning Committee Recommendations.

Point of Order: Although this item was noticed for a vote on the website and other public notices, the hard-copy agenda at the meeting did not have this item noticed for a vote so the Council was unable to move forward with approving the Planning Committee Recommendations at this time.

CM Thomas stated that the Planning Committee will take everyone's points into consideration and move forward to bring this item to Council for a vote in February.

XVI. Housing Consultant Report - VOTE

Margot Antonetty, Co-Chair of the Housing Work Group, provided a presentation on the HRSA consultant report regarding development of the length of stay policy. (Copy of PowerPoint presentation and full report on file at Council Support Offices).

Council Members discussed and directed comments and questions to CM Antonetty who provided succinct and informative responses.

Public Comment on this item.

Public member, Mr. Smith made a comment regarding slide #4 and suggested editing some numbers.

The full motions were read to the Council (On file at Council Support Offices):

1. Recommend that the San Francisco Department of Public Health (DPH) continue to negotiate with HRSA regarding the housing consultant report, including HRSAs additions and changes, and if necessary to appeal the document's recommendations to ensure that the final policy is in the best interest of people living with HIV/AIDS in San Francisco.

2. Recommend that the Ad Hoc Housing Committee continue to meet as a committee of the Planning Council to work with DPH, providers, and consumers on the impact and implementation of the consultant report and any related recommendations from HRSA, and to support DPH in its negotiations with HRSA.

HAND VOTE ON MOTIONS FROM AD HOC HOUSING COMMITTEE OF THE HEALTH SERVICES PLANNING COUNCIL: Unanimous in favor. None opposed, no recusals. The motions passed.

XVII. Ryan White CARE Act Reauthorization Update

Laura Thomas, Council Member

CM Thomas provided a brief update on CARE Act Reauthorization and stated that nothing has happened yet. She pointed Council Members to handouts available from the CAER Coalition.

No discussion.

No public comment on this item.

XVIII. New Business/ Next Agenda

- The next Council Meeting will be on **February 27, 2006** from 4:30-7:30 p.m. Location to be determined.
- No specific agenda items were discussed.

XIX. Adjourned

Co-Chair Allgaier adjourned the meeting at 7:50 p.m.

HIV Health Services Planning Council

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DRAFT AGENDA

I. Call to Order **4:30 PM**

II. Roll Call **4:32 PM**

III. Review and Approval of Agenda **4:37 PM**

IV. Review of Minutes- *January 23, 2005* **4:39 PM**

Council Members will review the minutes from the January 23rd, 2006 Council Meeting.

V. General Announcements **4:45 PM**

- *Remind Council Members to complete Meeting Evaluation Forms that will be distributed during the dinner break.*
- *Community Outreach and Advocacy Committee meeting at Tenderloin AIDS Resource Center, March 8th, 5:30 -7:30*
- *Correspondence: Libby Albert, Chair, Food Security Task, The Department of Children, Youth and Their Families, San Francisco Department of Public Health*

VI. Public Comment **4:50 PM**

VII. Council Membership Applicant and Term Renewal Recommendations – VOTE **4:55 PM**

Mark Molnar and Dorothy Kleffner, Membership Committee Co-Chairs

The Membership Committee recommends one applicant for Council Membership.

- *Joaquin Sanchez*

The Membership Committee recommends four Council Members for term renewal. Council Members will vote separately on each candidate whether to approve for Membership on the Council.

- *Ayisha Benham*
- *Brian Dicrocco*
- *Charles Siron*
- *Laura Thomas*

Public Comment on this item.

VIII. Report on Transition and Corrections for PLWH (People Living with HIV) **5:05PM**

Eileen Loughran, SFDPH, HIV Prevention Section, Milton Estes and Kate Monico-Klein, San Francisco Department of Health Services, Forensic AIDS Project and Helen Lin, Continuum HIV Day Services

Public Comment on this item.

IX. Final Allocations for CARE Title I Fiscal Year 2005 – VOTE **5:50 PM**
San Francisco Department of Public Health, HIV Health Services Staff

Public Comment on this item.

X. Dinner Break **5:55PM**

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

XI. Ryan White CARE Act Reauthorization and Funding Update **6:10PM**
Laura Thomas, Council Member

Public Comment on this item.

XII. Overview of HRSA (Health Resources and Services Administration) Requirements **6:15PM**
Jack Newby, Director and Enrique Asis, Training and Evaluation Coordinator

The Council will discuss HRSA requirements in regard to the Prioritization and Allocation process.

Public Comment on this item.

XIII. Discussion of PwP (Prevention with Positives) Implementation Plan - VOTE **6:35PM**

Billie-Jean Kanios, Co-Chair

Presentation and recommendations regarding Council membership onPWP.

Public Comment on this item.

XIV. Review the San Francisco Department of Public Health HIV Health Services MOU (Memorandum of Understanding) - VOTE **6:45PM**
Council Co-Chairs

Council Co-Chairs will update Council Members regarding the MOU with SFDPH HIV Health Services Office.

Public Comment on this item.

XV. Presentation of San Mateo and Marin County Reports **6:55PM**
Council Member Ellen Sweetin and Cathy Newell, Co-Chair of the AIDS Program Advisory Board (San Mateo); Council Member Sparkie Spaeth and Elyse Graham, Marin HIV/AIDS CARE Council

Presentation of Summary County Reports

Public Comment on this item.

XVI. Recommendations from Planning Committee Regarding Prioritization Schedule - VOTE **7:10 PM**
Laura Thomas and George Simmons, Co-Chairs, Planning Committee

The Council will review the Prioritization Schedule.

Public Comment on this item.

XVII. Point of Order Regarding Planning Council Co-Chair Election

Council Co-Chairs **7:15PM**

The Council will discuss the Bylaws regarding election of co-chairs.

Public Comment on this item.

XVIII. New Business/ Next Agenda **7:29 PM**

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting will be on* ***Monday, March 27th, 2006*** *from 4:30-7:30 pm, at the Milton Marks Convention Center, 455 Golden Gate Avenue, Lower Level, Benicia Rooms A & B*

XIX. Adjournment **7:30 PM**

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Committee attendees.

HIV Health Services Planning Council
730 Polk Street San Francisco, CA 94109
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San Francisco Department of Public Health, AIDS Office
25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

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HIV Health Services Planning Council

San Francisco Department of Public Health
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I. Call to Order

Co-Chair Soto called the meeting to order at 4:43 p.m.

II. Roll Call

Council Support called roll and quorum was met. [See Attachment A, Column 1]

III. Review and Approval of Agenda

Council reviewed the agenda.

CM Siron requested Item XII to be moved up on the agenda prior to agenda Item VII. Seconded.

VOTE on favor of CM Siron request. 12 in favor, 7 against. Motion did not pass.

Council approved the agenda as is.

IV. Review of Minutes

Council Members reviewed the minutes from the January 23rd, 2006 Council Meeting.
No changes were requested.
Minutes were approved by consensus.

V. General Announcements

The following announcements were made:

- Council Members were reminded to complete Meeting Evaluation Forms that will be distributed during the dinner break.
- Co-Chair Soto announced the upcoming Community Outreach and Advocacy Committee meeting at Tenderloin AIDS Resource Center, March 8th, 5:30 -7:30.
- Jack Newby announced recent receipt of correspondence from Libby Albert, Chair, Food Security Task, The Department of Children, Youth and Their Families, San Francisco Department of Public Health. The letter requests that the SF HIV Health Services Planning Council reconsider its decision to place the service category of Food into Tier II. Copies of letter available to all present and on file at Council Support Offices.

VI. Public Comment

The following public comments were made:

- Jimmy Loyce of SFDPH announced the Ryan White CARE Act award, and reported that he recently received the actual numbers from HRSA. This year's award is in the amount of $27,984,864 which includes a reduction of $332,913, an overall reduction of 1.2%.
- Jimmy Loyce added that he has copies of the Coburn Amendments to the CARE Act, and has copies for anyone who would like one. (Document on file at Council Support Offices)

VII. Council Membership Applicant Term Renewal Recommendations – VOTE

Mark Molnar, Co-Chair of Membership Committee recommends Applicant Joaquin Sanchez for Council Members – Joaquin Sanchez.

Council voted whether to approve Mr. Sanchez for Membership on the Council.

VOTE: 19 in favor; 1 against; 1 abstention. [See Attachment A, Column 2]

ACTION: COUNCIL SUPPORT TO ADD JOAQUIN. SANCHEZ TO ROLL, OUTLOOK, DATABASE, AND OTHER DOCUMENTS AS NEEDED. Send appropriate correspondence for Mayoral appointment letter.

Mark Molnar, Co-Chair of Membership Committee recommends four Council Members for term renewal.

Council Members voted separately on each by show of hands.

- Ayisha Benham – All in favor; no abstentions or recusals – Renewal Approved.
- Brian Dicrocco – All in favor; no abstentions, no recusals – Renewal Approved
- Charles Siron – All in favor; no abstentions, no recusals – Renewal Approved
- Laura Thomas – All in favor; no abstentions; no recusals – Renewal Approved

ACTION: Council Support to make necessary changes on database and other documents to reflect Council Member renewals. Send appropriate correspondence for Mayoral renewal letters.

Co-Chair Molnar announced an upcoming Membership interview of Norman Tanner, former Council Member, and welcomed Council Members to provide input or attend the applicant interview.

CM Ulate requested that Council Members receive information about members up for renewal.

No public comment on this item.

VIII. Report on Transition and Corrections for PLWH

CM Thomas introduced Eileen Loughran and her colleagues from HIV Prevention Study on HIV prisoners in SF County Jails. Their PowerPoint Presentation entitled: Inmates Living with HIV/AIDS: The Need for Coordinated Services and HIV Prevention: HOPE Study Baseline Findings. Another document was distributed entitled: The HOPE Study: Baseline Descriptive Results: The Prevention and Health Service needs of HIV Positive Individuals in the San Francisco County Jail Systems. (Copy of Power Point presentations and other documents on file at Council Support Offices). Special Recognition for Mike Pendo (now deceased) for all of his effort on this project.

Kate Monico-Klein from SF DPH and the County Jail system reviewed with Council information on prisoners in jail.

Helen Lin of Continuum HIV Day Services provided information on their services as it relates to the HOPE Study, a home-based case manager.

Council Members asked questions of the presenters who offered succinct and informative responses. Council thanked all the presenters for the information and encouraged further questions to be addressed to the presenters in person.

No public comment on this item.

IX. Final Allocations for CARE Title I Fiscal Year 2005 – VOTE

Dean Goodwin of SFDPH, HIV Health Services presented the final allocations for CARE Title I for Fiscal Year 2005. He explained that the Council needs to vote on final allocations and be sent to HRSA. Mr. Goodwin pointed out specific changes to the budget. (Document on file at Council Support Offices).

No questions or discussion.

No public comment on this item.

Council VOTED by hand. Unanimous in favor.

X. Dinner Break

XI. Ryan White CARE Act Reauthorization and Funding Update

CM Thomas provided an update on the Ryan White CARE Act Reauthorization and Funding.

CARE Act still not reauthorized. House and Senate committees are holding bi-partisan meetings two times weekly and working through controversial issues. Senator Coburn is submitting his own version of the CARE Act, but is not on the official committee and his goal is to eliminate the Hold Harmless clause. They are working on a bi-partisan document to reauthorize the CARE Act. The President called for reauthorization of the CARE Act in his State of the Union Address, and suggested more funds going to ADAP to eliminate waiting lists.

No public comment on this item.

XII. Overview of HRSA (Health Resources and Services Administration) Requirements

Jack Newby, Director and Enrique Asis, Training and Evaluation Coordinator, presented an overview of HRSA Requirements with regard to Priority Setting and Resource Allocation. (Copy of PowerPoint presentation on file at Council Support Offices)

Council discussed.

No public comment on this item.

XIII. Discussion of PwP (Prevention with Positives) Implementation Plan - VOTE

Co-Chair Kanios presented recommendations regarding Council membership on Prevention with Positives Committee and the efforts to collaborate the work of the Planning and Prevention Councils. She proposed the following motion which comes from Steering Committee:

EXACT TEXT OF MOTION: The HIV Health Services Planning Council will incorporate within its official committee structure as a joint committee with the HIV Prevention Planning Council the Prevention With Positives Committee (or other similar committee). The total number of HHSPC members that may serve on the joint committee as their home committee shall be limited to three (3). HHSPC representatives on the joint committee shall be approved by vote of the membership committee of the HHSPC. One joint committee co-chair seat will be designated for an HHSPC member. The designated HHSPC co-chair will become a member of the Steering Committee of the HHSPC and will provide committee reports and action items to the Steering Committee as is the procedure with all official committees of the HHSPC. The HPPC and HHSPC will develop a brief MOU to detail how the committee will function as a joint committee to be approved by the respective Planning Councils.

Council discussed.

CM Antonetty called the question. Seconded.

No discussion on calling the question.

No public comment on calling the question.

VOTE for calling the question by hand vote. Unanimous in favor.

No public comment on this item.

Council voted whether to approve the motion regarding the PwP Committee implementation plan.

VOTE: Unanimous in favor. [See Attachment A, Column 3]. Motion approved.

ACTION: Council Support to make appropriate notes and announcements (calendar, website, etc.) regarding the formation of the PwP Committee.

XIV. Review the San Francisco Department of Public Health HIV Health Services MOU (Memorandum of Understanding) - VOTE

Co-Chair Soto provided background information to Council Members regarding the history and purpose of the Memorandum of Understanding (MOU) with SFDPH HIV Health Services Office. Co-Chair Soto reviewed the various sections of the MOU.

Council discussed.

CM Siron called the question. Seconded.

Hand vote to call the question did not pass.

Council continued discussion.

CM Pearce asked for a point of clarification regarding consumer disclosure of HIV status.

CM Kleffner pointed out specific changes that she would like to make to the MOU.

CM Thomas pointed out a typo on page 4 and spoke in favor of the MOU.

CM Pearce suggested that it be approved and Council can address minor typos and other issues at a later date.

CM Siron spoke in favor of the MOU.

CM Banks suggested approving the MOU and discussing minor issues on Committee level.

No public comment on this item.

Council voted whether to approve the Memorandum of Understanding.

VOTE: Unanimous in favor. [See Attachment A, Column 4].

ACTION: Council Director to schedule a meeting with Co-Chairs and Michelle Long of SFDPH for finalization and signature of Memorandum of Understanding.

Co-Chair Soto announced that the meeting is running late and asked to extend the meeting for an additional 15 minutes.

XV. Presentation of San Mateo and Marin County Reports

Council Member Ellen Sweetin and Cathy Newell, Co-Chair of the AIDS Program Advisory Board (San Mateo) presented a summary of San Mateo County Quarterly Report. (Documents on file at Council Support Offices).

Council discussed.

Council Member Sparkie Spaeth and Cam Keep Co-Chair of Marin HIV/AIDS CARE Council presented a summary of Marin County Quarterly Report. (Documents on file at Council Support Offices).

Council discussed.

CM Kleffner expressed concern about the situation in Marin County and agreed to discuss specifics directly with CM Spaeth at a later date.

Public comment on this item came from an unidentified female regarding participation in Marin County meetings that were not open to the public.

XVI. Recommendations from Planning Committee Regarding Prioritization Schedule - VOTE

CM Thomas, Co-Chair of the Planning Committee reviewed the Planning Committee Recommendations regarding Prioritization Schedule. Documents reviewed include: Draft Schedule for the FY 2007 Priority Setting/Resource Allocations (PS/RA) Process and Schedule for AIDS Office Presentations (Documents on file at Council Support Offices). She indicated that this was on last month's full council agenda but had inadvertently not been noticed for a vote, and a straw poll indicated that all council members were in favor.

Council discussed.

No public comment on this item.

Council voted whether to approve the recommendations from Planning Committee regarding the Prioritization Schedule.

VOTE by show of hands: unanimous in favor, none opposed. Motion passed.

XVII. Point of Order Regarding Planning Council Co-Chair Election

Council Co-Chairs

Co-Chair Soto asked for Council Director to inform Council regarding the point of order regarding Council Co-Chair Election. He reviewed the by-laws amendment in mid-2004 that changed Council Co-Chair terms to two years. However, this policy was never implemented. The solution would have it implemented as of the latest election, and have the current co-chairs work out staggered terms and other details. Council will need to vote on policies and procedures prior to the next election on how to operationalize this amendment. This item to go to I&P Committee to draft a policy.

Council discussed.

No public comment on this item.

XVIII. New Business/ Next Agenda

The next Council Meeting will be on ***Monday, March 27th, 2006*** *from 4:30-7:30 pm at the Milton Marks Convention Center, 455 Golden Gate Avenue, Benicia Rooms A & B*

XIX. Adjournment

Co-Chair Soto adjourned the meeting at 7:38 p.m.

HIV Health Services Planning Council

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DRAFT AGENDA

I. Call to Order **4:30 PM**

II. Roll Call **4:32 PM**

III. Review and Approval of Agenda **4:37 PM**

IV. Review of *February 27, 2006* Minutes - VOTE **4:39 PM**

V. General Announcements **4:45 PM**

- *Council Member Anita Booker's resignation*
- *Thursday, April 6th, SFDPH HIV Health Services, Assistant Director Russell Zeller's Day*
- *March 8th Community Outreach and Advocacy Committee Tenderloin Community Meeting*
- *Remind Council Members to complete Meeting Evaluation Forms that will be distributed during the dinner break.*

VI. Public Comment **4:50PM**

VII. Council Membership Applicant and Term Renewal Recommendations – VOTE **4:55 PM**

Mark Molnar and Dorothy Kleffner, Membership Committee Co-Chairs

The Membership Committee recommends one applicant for Council Membership.

- *Norman Tanner*

Public Comment on this item.

VIII. Discussion of Revision and Implementation of the Reductions Protocol for Fiscal Year 2006-2007 **5:10PM**

Michelle Long, SFDPH, HIV Health Services

Public Comment on this item.

IX. Review Ryan White CARE Act Titles III and IV **5:40PM**

Allen Meyer and Sherilyn Adams, Larkin Street Youth Services; Tracy Brown, Tenderloin AIDS Resource Center

The Committee will review CARE Act Titles III and IV.

Public Comment on this item.

X. Dinner Break **6:10PM**

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

XI. Report on the Presentations to Health Commission and Board of Supervisors
Council Co-Chairs **6:20PM**

The Council Member and the Director will discuss the Planning Councils presentations.

Public Comment on this item.

XII. Review and Discussion on Council Support Evaluation Report **6:30PM**
Gilda Mansour, Evaluation Consultant
***and* Evaluation Co-Chairs, Mary Lawrence Hicks and Sparkie Spaeth**

Presentation and recommendations from the Evaluation Committee

Public Comment on this item.

XIII. Conflict of Interest Training and Discussion **6:45PM**
Jack Newby, Director, and Enrique Asis, Training and Evaluation Coordinator

Public Comment on this item.

XIV. Discussion Regarding Ryan White CARE Act Title II
Jeff Byers, EMA (Eligible Metropolitan Area) Liaison, Office of Aids, California Department of Human Services **7:05PM**

Public Comment on this item.

XV. Update from Planning Committee Regarding Prioritization and Allocation Schedule **7:20PM**
Laura Thomas and George Simmons, Co-Chairs, Planning Committee

The Council will review the Prioritization and Allocation Schedule.

Public Comment on this item.

XVI. Ryan White CARE Act Reauthorization Update **7:25PM**
Laura Thomas, Council Member

Public Comment on this item.

XVII. New Business/ Next Agenda **7:29 PM**

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting will be on* ***Monday, April 24th, 2006*** *from 4:30-7:30 pm. at the Milton Marks Convention Center, 455 Golden Gate Avenue, Lower Level, San Diego Rooms*

XVIII. Adjournment **7:30 PM**

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Committee attendees.

HIV Health Services Planning Council
730 Polk Street San Francisco, CA 94109
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San Francisco Department of Public Health, AIDS Office
25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

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HIV Health Services Planning Council

Milton Marks Convention Center
The State Building Lower Level, Benicia Rooms A & B
455 Golden Gate Avenue @ Polk and Larkin Streets
Monday, March 27th, 2006
4:30 PM - 7:30 PM

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I. Call to Order

Co-Chair Allgaier called the meeting to order at 4:40 p.m.

II. Roll Call

Council Support called roll and quorum was not met at the onset of the meeting.

III. Review and Approval of Agenda

Council reviewed the agenda and discussed rearranging a few items to accommodate AIDS Office staff schedules. Upon late arrival of five additional Council Members, the agenda was approved as amended without objection.

IV. Review of *February 27, 2006* Minutes – VOTE

Council reviewed the minutes from the February 27, 2006 Council Meeting.

CM Brown informed Council Support of an error on the Roll Call page. With that change, the minutes were approved without objection.

V. General Announcements

The following general announcements were made:

- Co-Chair Kanios announced Council Member Anita Booker's resignation.
- Co-Chair Allgaier reminded Council Members about the importance of arriving to begin meetings on time, and reminded Council Members of the privilege to serve on the Council and be more respectful.
- Co-Chair Kanios announced Thursday, April 6th, SFDPH HIV Health Services, Assistant Director Russell Zeller's Day
- Co-Chair Kanios announced the success of the March 8th Community Outreach and Advocacy Committee Tenderloin Community Meeting
- Co-Chair Kanios Reminded Council Members to complete Meeting Evaluation Forms that will be distributed during the dinner break. NOTE: Meeting Evaluation Forms not available.
- Jack Newby announced that this would be the final meeting attended by Council Support staff member, Skot Jonz.

VI. Public Comment

No Public Comments.

VII. Discussion of Revision and Implementation of the Reductions Protocol for Fiscal Year 2006-2007

[This item moved up on the agenda.] Michelle Long, SFDPH, HIV Health Services provided a recommendation for a revision and implementation of the Reductions Protocol for Fiscal Year 2006-2007. She explained that with the smaller than expected funding reduction it is necessary to revisit the reductions protocol developed by the Council and pointed out specific examples. The total amount of reductions is $376,106.

Modify reduction scenario to take reduction in Housing category only this time only, and determine during the P/A Process whether another category should be considered. She explained that this is for discussion only and not for a vote until the April Council meeting.

Council discussed the importance of identifying funding sources other than CARE funds for the housing category, and this is a good opportunity to begin that process.

Council discussed and directed questions to Michelle Long who provided succinct and informative responses.

Public Comment on this item:

Dana VanGorder from SF AIDS Foundation spoke in support of the proposal and favors transitioning housing onto general funds instead of using CARE funds.

VIII. Council Membership Applicant and Term Renewal Recommendations – VOTE

In the absence of Membership Committee Co-Chairs, Council Director Jack Newby announced Membership Applicant, Norman Tanner.
Council voted whether to approve Applicant Tanner for membership on the Council.

HAND VOTE: [19 in favor, 1 abstention]. Mr. Tanner's Membership to the Planning Council approved.

Co-Chairs invited Mr. Tanner to join the Council at the table.

ACTION: Council Support to add Norman Tanner to all roll calls, Outlook, membership database, council roster, and other documents as needed.

Jack Newby announced two applicants scheduled for interviews at the next Membership Committee meeting and invited Council Members and public input.

No Public Comment on this item.

IX. Review Ryan White CARE Act Titles III and IV

Dee Zondo-Goins of Larkin Street Youth Services presented information on Title IV funding services associated with their programs.
Council Members directed questions and comments to Dee Zondo-Goins who offered succinct and informative responses to assist Council Members in making decisions for the prioritization and allocation process.

CM Banks extended an invitation for youth 18-25 to consider joining the Council and Council Support made membership applications available.

No Public Comment on this presenter.

Council Member Tracy Brown of Tenderloin AIDS Resource Center reviewed information regarding the TARC Title III Program.
Council Members directed questions and comments to Tracy Brown who offered succinct and informative responses to assist Council Members in making decisions for the prioritization and allocation process.

No Public Comment on this presenter.

Allen Meyer presented and reviewed information on Title III Early Intervention Services Grant Award to S.F. Community Clinic Consortium.

Council Members directed questions and comments to Allen Meyer who offered succinct and informative responses to assist Council Members in making decisions for the prioritization and allocation process.

No Public Comment on this presenter.

X. Dinner Break

XI. Discussion Regarding Ryan White CARE Act Title II

Jeff Byers, EMA (Eligible Metropolitan Area) Liaison, Office of Aids, California Department of Human Services provided information on the Ryan White CARE Act Title II services provided across the state, with specific attention to the San Francisco EMA.

Council Members directed questions and comments to Jeff Byers who offered succinct and informative responses to assist Council Members in making decisions for the prioritization and allocation process.

No Public Comment on this item.

XII. Report on the Presentations to Health Commission and Board of Supervisors

Co-Chair Allgaier provided a report on the presentations to the Health Commission and Board of Supervisors. He indicated that the offices of three supervisors Ammiano, Peskin, Ellsbrin have been met with, and all have been receptive to the information provided in the presentations regarding possible future funding cuts. Meetings with Supervisors Daly, Dufty and Maxwell are pending.

The results of the Needs Assessment will be presented to the next meeting of the Joint Chiefs Conference Committee of the Health Commission.

Public Comment on this item:

Naomi Provosnick, associated with Continuum and HAPN, announced that Bevin Dufty has agreed to attend the next HAPN meeting to learn about the system of care and discuss funding concerns.

XIII. Review and Discussion on Council Support Evaluation Report

Gilda Mansour, Evaluation Consultant, reviewed background and results of the Council Support Evaluation. Evaluation Committee Co-Chair Mary Lawrence Hicks acknowledged the work performed by Gilda Mansour on completing this project.

Co-Chair Hicks clarified some of the results and issues discussed by Evaluation Committee, including how to make response rates better, inclusion of the person who collates information to be involved in formatting the questionnaire, and other committee recommendations to the Council regarding actions to be taken in response to the Council Support Evaluation results, including sign-language and interpretation, posting meetings from Marin and San Mateo counties, and the inclusion of footers on minutes. Co-Chair Hicks indicated that all of these have already been implemented.

Council discussed.

No Public Comment on this item.

XIV. Conflict of Interest Training and Discussion

Jack Newby, Director, and Enrique Asis, Training and Evaluation Coordinator reviewed the Conflict of Interest policy.

Council discussed.

No Public Comment on this item.

XV. Update from Planning Committee Regarding Prioritization and Allocation Schedule

Laura Thomas, Co-Chair of Planning Committee provided an update regarding Prioritization and Allocation Schedule and invited all Council Members to attend the next Planning Committee meeting.

The Council will review the Prioritization and Allocation Schedule.

No Public Comment on this item.

XVI. Ryan White CARE Act Reauthorization Update

Laura Thomas, Council Member provided an update on the Ryan White CARE Act Reauthorization, and indicated that she is traveling to Washington, DC next week and should have more substantial information available at the next Full Council meeting.

No Public Comment on this item.

XVII. New Business/ Next Agenda

- The next Council Meeting will be on **Monday, April 24th, 2006** from 4:30-7:30 pm. at the Milton Marks Convention Center, 455 Golden Gate Avenue, Lower Level, San Diego Room

XVIII. Adjournment

Co-Chair Allgaier adjourned the meeting at 7:30 pm.

*All Documents presented or reviewed at meeting are on file at Council Support Office.

HIV Health Services Planning Council

Milton Marks Conference Center
455 Golden Gate Avenue (Polk & Larkin)
Lower Level, San Diego Rooms
Monday, April 24th, 2006
4:30 - 7:30 PM

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DRAFT AGENDA

I. Call to Order **4:30PM**

II. Roll Call **4:32PM**

III. Review and Approval of Agenda **4:37PM**

IV. Review of *March 27, 2006* Minutes - VOTE **4:39PM**

V. General Announcements **4:45PM**

- *Presentations to the Health Commission and the Board of Supervisors*

VI. Public Comment **4:50PM**

VII. Council Membership Applicant and Term Renewal Recommendations – VOTE **4:55PM**

Mark Molnar and Dorothy Kleffner, Membership Committee Co-Chairs

The Membership Committee recommends two applicants for Council Membership.

- *Catherine Newell*
- *Stephen Herman*

Public Comment on this item.

The Membership Committee recommends one Council Member for term renewal.

- *William Blum*

Public Comment on this item.

VIII. Brief Training and Presentation of HIV/AIDS Statistics & Epidemiology **5:00PM**

Maree Kay Parisi, Program Director, SFDPH, HIV Health Services

Public Comment on this item.

IX. Discussion of Eligibility Criteria, Severe Need, and Special Populations Definition **5:50PM**

Public Comment on this item.

X. Dinner Break **6:10PM**

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

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XI. Update on Reggie **6:30PM**

Public Comment on this item.

XII. HIV Health Services Quarterly Report **6:45PM**
Michelle Long, Director, SFDPH, HIV Health Services

Public Comment on this item.

XIII. Presentation and Discussion of Proposal for Implementation of Ryan White CARE Act Title I Reduction of Funds for Fiscal Year 2006-2007 – VOTE 6:55PM

Public Comment on this item.

XIV. Review and Discussion of Proposed HRSA (Health Resources Services Administration) Housing Policy - VOTE **7:05PM**

Public Comment on this item.

XV. Discussion of Policies and Procedures - VOTE **7:15PM**

The Committee will have a discussion and a possible VOTE for inclusion in the Council Policy & Procedure Manual:

- *Supervision of the HIV Health Services Planning Council Director*

Public Comment on this item.

XVI. Update from Planning Committee Regarding Prioritization and Allocation Schedule **7:20PM**
Laura Thomas and George Simmons, Co-Chairs, Planning Committee

The Council will review the Prioritization and Allocation Schedule.

Public Comment on this item.

XVII. Ryan White CARE Act Reauthorization Update **7:25PM**
Laura Thomas, Council Member

Public Comment on this item.

XVIII. New Business/Next Agenda **7:29PM**

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting will be on **Monday, May 22nd, 2006** from 4:30-7:30 pm. at the Milton Marks Convention Center, 455 Golden Gate Avenue, Lower Level, San Diego Rooms*

XIX. Adjournment **7:30PM**

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730 Polk Street San Francisco, CA 94109
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HIV Health Services Planning Council

Milton Marks Conference Center
455 Golden Gate Avenue (Polk & Larkin)
Lower Level, San Diego Rooms
Monday, April 24th, 2006
4:30 - 7:30 PM

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I. Call to Order
Co-Chair Randy Allgaier called the meeting to order at 4:38 p.m.

II. Roll Call
Council Support called roll and a quorum was established. [See Attachment A, Column 1]

III. Review and Approval of Agenda
The agenda was approved without objection.

IV. Review of *March 27, 2006* Minutes -
The minutes were approved without objection.

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V. General Announcements

- *Presentations to the Health Commission and the Board of Supervisors*

Mr. Allgaier said that he and other Council representatives had presented a needs assessment to a joint conference committee of the Health Commission. The presentation was appreciatively received. They are now setting up an abbreviated presentation for the full commission. They also had met with Supervisors Ammiano, Dufty, Daly, Maxwell, and Elsbernd as well as Supervisor Peskin's chief of staff. Supervisor Ammiano will present a resolution to the Board supporting the Council's views and concerns on CARE Reauthorization.
The Council had received the letter from the Mayor appointing CM Norman Tanner to the Council who was welcomed by Mr. Allgaier.
CM Mark Molnar announced an upcoming women's forum.
Mr. Newby announced an upcoming Community Outreach and Advocacy forum for the Latino community.

VI. Public Comment

Ms. Elizabeth Colomello, from the San Francisco Redevelopment Agency said there was an upcoming hearing concerning HOPWA that may be of interest to the Council.

Council Membership Applicant and Term Renewal Recommendations

Mr. Molnar delivered the recommendations of the Membership Committee.

The Membership Committee recommends two applicants for Council Membership.

- *Catherine Newell*

Upon recommendation of the Membership Committee, the Council voted unanimously by a show of hands (21/0) to approve Ms. Newell for membership.

- *Stephen Herman*

Upon recommendation of the Membership Committee, the Council voted unanimously by a show of hands (22/0) to approve Mr. Herman for membership.

Mr. Allgaier noted that they would become voting members of the Council upon receiving a letter of appointment from the Mayor.

ACTION: COUNCIL SUPPORT TO ADD MS. NEWELL AND MR. HERMAN TO ROLL, OUTLOOK, DATABASE, AND OTHER DOCUMENTS AS NEEDED. Send appropriate correspondence for Mayoral appointment letter.

The Membership Committee recommends one Council Member for term renewal.

- *William Blum*

Upon recommendation of the Membership Committee, the Council voted unanimously by a show of hands (22/0) to approve Mr. Blum's for renewal of his membership.

ACTION: Council Support to make necessary changes on database and other documents to reflect Council Member renewals. Send appropriate correspondence for Mayoral renewal letters.

VII. Brief Training and Presentation of HIV/AIDS Statistics & Epidemiology

Maree Kay Parisi, Program Director, SFDPH, HIV Health Services, made a presentation, "Status of the HIV/AIDS Epidemic in San Francisco." She also answered questions from Council Members and the public concerning her presentation. Particular areas of interest were expressed in the statistics involving, the aging, women, and people of color (African American women and Latinos were mentioned specifically). Some wanted more data on the breakdown of the population over 50. Many of the elderly don't know that much about AIDS.

Public Comment on this item.

Ms. Sue Gallego from the San Francisco AIDS Foundation noted the Latino population figures.

Mr. Brian Basinger, AIDS Housing Alliance, asked a question concerning the HIV/Homeless rates. He wondered whether the HIV problems contributed to the homelessness or did homelessness contribute to the HIV. Ms. Parisi said they had not collected information concerning this.

IX. Discussion of Eligibility Criteria, Severe Need, and Special Populations Definition

CM Laura Thomas suggested the Council discuss whether eligibility for services should be allowed within the entire Eligible Metropolitan Area or continue to require clients to live in the county of the provider. A drawback of the proposal might be to increase demands on some who are not already appropriately funded. CM Dorothy Kleffner said that she had surveyed some other EMA's who had responded that discrimination on a county by county basis might not be appropriate with federal funds...She thought present policy discriminated against those in rural areas. Others opposed the concept and added that county allocations were the norm in the Washington, D.C., EMA. Finally, the program might be costly to administer.

Other Council Members asked for more information about the impact of the proposed change. The Council needed to approach this thoughtfully. A pilot project could provide that information. Transportation costs had ramifications for the proposal. Ultimately, this proposal might depend on a centralized system of care that we neither had nor realistically could expect to have. The Council might also look at the way DPH funds the purchase of care services in other counties. Regardless of the present policy many folks are in fact getting services out of county.

Some suggested that the Planning Committee would have responsibility in developing the proposal. Others suggested that the Community Outreach and Advocacy Committee might have a role as well.

Public Comment on this item.

Mr. Basinger said that removing county barriers might impact his present argument for housing funds that folks needed to continue living in San Francisco in order to continue their medical care here.

Ms. Gallego drew the Council's attention to how such a program might impact standards of cultural competence.

Ms. Naomi Prochornik, Continuum, said that the proposal would require case managers to be competent in the services provided not just in one county but all three.

ACTION: PLANNING COMMITTEE WILL DEVELOP THE PROPOSAL FURTHER FOR POSSIBLE FUTURE COUNCIL ACTION.

X. Dinner Break

There was a break for dinner at 6:14, and the meeting resumed at 6:34.

Meeting Evaluation Forms were distributed to Council Members during the Dinner Break.

XI. Update on REGGIE

Ms. Michelle Long, SFDPH, HIV Health Services, said that there was a proposal to eliminate the option now given clients not to share information recorded in the REGGIE system. She said that 1/3 of the maintenance tasks for the system could were required because of the option. When REGGIE was first adopted, she had a staff of 16; now she had a staff of 8 of whom only 3 were full time. Sharing the information would mean that a client would only need to register once. She said that other EMA's do not offer a shared option. 86% of clients now opt for sharing anyway. One could not tell how many of those who did not choose the shared option objected to sharing since there was paperwork missing from many of their files. One half of the remaining 14% did not have any consent form on file indicating the preference of the client. DPH was still gathering information on the nonconsenters. Where did they go for their services? What services do they use? How much of the failure to consent could be attributed to poorly trained front line personnel?

The discussion centered on whether the privacy issues outweighed the administrative advantages to the proposal. Perhaps some administrative burden could be lessened by making sharing the default option. Eliminating the option might increase the number of untruthful answers. There might be a distinction between those with AIDS and those with HIV diagnoses. Ms. Long also described the PIN system of sharing noting that the loss of the PIN number made future access to the stored data impossible.

XII. HIV Health Services Quarterly Report

Ms. Long provided a handout that summarized the report. There was some discussion about the meaning of the scores (ours in the 80's) and the formulas using the score to determine awards. Other EMA's appear reluctant to share their scores. Ms. Thomas indicated that she had developed formulas by which she could back out the information, but that they are not readily available. Scores may not be reliable indicators of funding with some members noting that a high score a few years back was accompanied by a large cut.

XIII. Presentation and Discussion of Proposal for Implementation of Ryan White CARE Act Title I Reduction of Funds for Fiscal Year 2006-2007

Ms. Long said that in the past reductions of funds has been uniformly spread among the various programs. This has administrative problems in that each program must be readjusted with each

program generating a separate paper trail for administrators to complete and oversee. This year DPH was committed to backfilling the entire cut pending next year's budget. Therefore, it made administrative sense to cut just one program (housing) rather than all and save the paperwork problems. Should the funds not be in next year's budget, a program by program reallocation could follow. Mr. Pearce said that he supported the proposal but we would need to remember what we've done should the cuts be extended without corresponding general funds backfilling.

Motion to approve the reduction passed (See Item Attachment A, Colum 2).

XIV. Review and Discussion of Proposed HRSA (Health Resources Services Administration) Housing Policy - VOTE

Ms. Antonetty presented the recommendation from the Steering Committee. She reviewed the history of HRSA's proposal to define a length of stay for transitional housing. 461 subsidies would be affected by the new proposal. While DPH was going to draft its own response and a resolution for the Health Commission, others such as SFAF were drafting their own responses unfettered by DPH's need to maintain a working relationship with HRSA. The Steering Committee is recommending that the Housing Work Group draft a response for the Council. If time precludes Council action, then Steering could act on its behalf. The Council's previous response asked that a pilot program on HRSA's recommendations be established in San Francisco to assess the policy and that it be paid for by HRSA.

Motion from Steering to have the Housing Workgroup draft a proposed response and refer it to the Steering Committee passed unanimously (21/0).

XV. Discussion of Policies and Procedures

This matter was not taken up.

XVI. Update from Planning Committee Regarding Prioritization and Allocation Schedule

Ms. Thomas presented the update on behalf of the Planning Committee. She said the schedule was on track. At the next meeting there would be a discussion of other funding streams. There also would be a presentation from Marin County

XVII. Ryan White CARE Act Reauthorization Update

Ms. Thomas said that the Government Accounting Office has reported on a disparity in the funding of Ryan White dollars. She believed that the funding analysis was flawed by failing to take into account Title III funds. California was actually below average in the amount of funding received. She predicted that Title I would continue with flat funding with any increases in funding unlikely.

XVIII. New Business/Next Agenda

There was no discussion

XIX. Adjournment

The meeting adjourned at 7:42.

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HIV Health Services Planning Council

Milton Marks Conference Center
455 Golden Gate Avenue (Polk & Larkin)
Lower Level, San Diego Rooms
Monday, May 22nd, 2006
4:30 - 7:30 PM

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DRAFT AGENDA

05-17-06P03:45 RCVD

I. Call to Order **4:30pm**

II. Roll Call **4:32pm**

III. Review and Approval of Agenda **4:37pm**

IV. Review of *April 24, 2006* Minutes - VOTE **4:39pm**

V. General Announcements **4:45pm**
- *Board of Supervisors Update*

VI. Public Comment **4:50pm**

VII. Presentation from Marin County - VOTE **5:00pm**

Public Comment on this item.

VIII. Presentation from San Mateo County - VOTE **5:40pm**

Public Comment on this item.

IX. MAI (Minority AIDS Initiative) Report **6:05pm**
Hilda Jones, HIV Health Services, San Francisco Department of Public Health

Public Comment on this item.

X. Dinner Break **6:20pm**

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

XI. Discussion of Eligibility Criteria, Severe Need, and Special Populations Definition - VOTE **6:35pm**

Public Comment on this item.

XII. Approval of Action Items to Address Review of EMA-Wide Eligibility Issues - VOTE **6:40pm**

Public Comment on this item.

XIII. Discussion of Policies and Procedures - VOTE **6:45pm**

The Council will have a discussion and a possible VOTE for inclusion in the Council Policy & Procedure Manual:

- *Membership Committee Policies and Procedures*
- *Co-Chair Election Policy and Procedure*
- *Supervision of Planning Council Director*

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Public Comment on this item.

XIV. Discussion of Other Funding Streams for HIV/AIDS Health Services in San Francisco 6:50PM

Jack Newby, Director, HIV Health Services Planning Council

Public Comment on this item.

XV. Update from Planning Committee Regarding Prioritization and Allocation Schedule 7:05PM

Laura Thomas and George Simmons, Co-Chairs, Planning Committee

The Council will review the Prioritization and Allocation Schedule.

Public Comment on this item.

XVI. Ryan White CARE Act Reauthorization Update - VOTE 7:10PM

Laura Thomas, Council Member

Public Comment on this item.

XVII. New Business/Next Agenda 7:25PM

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting will be on* ***Monday, June 26th, 2006*** *from 4:30-7:30 pm. at the Milton Marks Convention Center, 455 Golden Gate Avenue, Lower Level, San Diego Rooms*

Public Comment on this item.

XVIII. Adjournment 7:30PM

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Committee attendees.

HIV Health Services Planning Council
730 Polk Street San Francisco, CA 94109
****
San Francisco Department of Public Health, AIDS Office
25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

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HIV Health Services Planning Council

Milton Marks Conference Center
455 Golden Gate Avenue (Polk & Larkin)
Lower Level, San Diego Rooms
Monday, May 22nd, 2006
4:30 - 7:30 PM

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DRAFT AGENDA

I. Call to Order **4:30pm**

II. Roll Call **4:32pm**

III. Review and Approval of Agenda **4:37pm**

IV. Review of *April 24, 2006* Minutes - VOTE **4:39pm**

V. General Announcements **4:45pm**
- *Board of Supervisors Update*

VI. Public Comment **4:50pm**

VII. Planned Implementation of CARE Title I Allocations FY 2006-7 – VOTE

Dean Goodwin, SF Department of Public Health, HIV Health Services **4:55pm**

Public Comment on this item.

VIII. Presentation from Marin County - VOTE **5:00pm**

Public Comment on this item.

IX. Presentation from San Mateo County - VOTE **5:40pm**

Public Comment on this item.

X. MAI (Minority AIDS Initiative) Report **6:05pm**
Hilda Jones, HIV Health Services, San Francisco Department of Public Health

Public Comment on this item.

XI. Dinner Break **6:20pm**

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

XII. Discussion of Eligibility Criteria, Severe Need, and Special Populations Definition - VOTE **6:35pm**

Public Comment on this item.

XIII. Approval of Action Items to Address Review of EMA-Wide Eligibility Issues - VOTE **6:40pm**

Public Comment on this item.

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XIV. Discussion of Policies and Procedures - VOTE 6:45pm

The Council will have a discussion and a possible VOTE for inclusion in the Council Policy & Procedure Manual:

- *Membership Committee Policies and Procedures*
- *Co-Chair Election Policy and Procedure*
- *Supervision of Planning Council Director*

Public Comment on this item.

XV. Discussion of Other Funding Streams for HIV/AIDS Health Services in San Francisco 6:50PM

Jack Newby, Director, HIV Health Services Planning Council

Public Comment on this item.

XVI. Update from Planning Committee Regarding Prioritization and Allocation Schedule 7:05PM

Laura Thomas and George Simmons, Co-Chairs, Planning Committee

The Council will review the Prioritization and Allocation Schedule.

Public Comment on this item.

XVII. Ryan White CARE Act Reauthorization Update - VOTE 7:10PM

Laura Thomas, Council Member

Public Comment on this item.

XVIII. New Business/Next Agenda 7:25PM

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting will be on* ***Monday, June 26th, 2006*** *from 4:30-7:30 pm. at the Milton Marks Convention Center, 455 Golden Gate Avenue, Lower Level, San Diego Rooms*

Public Comment on this item.

XIX. Adjournment 7:30PM

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HIV HEALTH SERVICES PLANNING COUNCIL
Milton Marks Conference Center
The State Building
Lower Level, San Diego Rooms
455 Golden Gate Avenue @ Polk and Larkin
Monday, June 26th, 2006
4:30 PM - 7:30 PM
DRAFT AGENDA

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I.	**Call to Order**	**4:30 PM**
II.	**Roll Call**	**4:32 PM**
III.	**Review and Approval of Agenda**	**4:37PM**
IV.	**Review of May 22, 2006 Minutes - VOTE**	**4:39PM**
V.	**General Announcements**	**4:45PM**
VI.	**Public Comment**	**4:50PM**
VII.	**DPH HIV Health Services Quarterly Report** **Michelle Long, Director, SF Department of Public Health, HIV Health Services** *Public Comment on this item.*	**4:55PM**
VIII.	**Ryan White CARE Act Reauthorization Update** **Laura Thomas, Council Member** *Public Comment on this item.*	**5:15PM**
IX.	**Presentation of Other Funding Streams for HIV/AIDS Health Services in San Francisco**	**5:35PM**

Erik Mezack, Financial Systems Supervisor, SF Department of Public Health
Jack Newby, Director, HIV Health Services Planning Council

Public Comment on this item.

X. Dinner Break **6:05PM**

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

XI. Presentation by the Facility Based Health Care for San Francisco Collective (FBHC) **6:30PM**

Rodney Murphy and Tim Patriarca, FBHC

Public Comment on this item.

XII. Update from Planning Committee Regarding Prioritization and Allocation Schedule - VOTE **6:50PM**

Laura Thomas and George Simmons, Co-Chairs, Planning Committee

The Council will discuss possible meeting schedules and agenda items for the Prioritization and Allocation Schedule.

- Monday, July 10th meeting, 4:30 – 7:30pm, The State Building, 455 Golden Gate Avenue, The San Diego Rooms A, B & C

- Monday, July 24th meeting, 4:30-7:30pm, The State Building, 455 Golden Gate Avenue, The San Diego Rooms A, B & C

- Monday, August 14th, The State Building, 455 Golden Gate Avenue, The San Diego Rooms A, B ONLY

- Monday, August 28th, 4:30-7:30pm, The State Building, 455 Golden Gate Avenue, The Benicia Rooms A, B

Public Comment on this item.

XIII. New Business/ Next Agenda **7:15PM**

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*

• *The next Council Meeting and Agenda (July 10th) will be determined.*

Public Comment on this item.

XIV. Adjournment **7:30 PM**

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HIV Health Services Planning Council
730 Polk Street, 3rd Floor, San Francisco, CA 94109

****

The Milton Marks Conference Center
455 Golden Gate Avenue
(between Polk and Larkin Streets)
San Francisco, CA 94102

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HIV Health Services Planning Council
Milton Marks Conference Center
455 Golden Gate Avenue (Polk & Larkin)
Lower Level, San Diego Rooms
Draft Minutes
Monday, June 26th, 2006
4:30 - 7:30 PM

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I. Call to Order

Council Co-Chair Don Soto called the meeting to order at 4:42 meeting.

II. Roll Call

Roll was called, and a quorum established.

III. Review and Approval of Agenda

Mr. Soto informed the Council that Item #7 would be skipped. As amended, there was a consensus to approve the agenda.

IV. Review of *May 22, 2006* Minutes - VOTE

Council Member Wade Flores noted that the minutes reference in the minutes' Item VIII should be to the Marin County Care Council. As amended, there was a consensus to approve the minutes.

V. General Announcements

Director Jack Newby drew the Council's attention to a newsletter referencing TARC.

Council Member Dorothy Kleffner announced that Norman Tanner had resigned; the Membership Committee was going to interview two applicants, Billie J. Cooper and Naina Khanna.

VI. Public Comment

There was none.

VII. DPH HIV Health Services Quarterly Report

Michelle Long, Director, SF Department of Public Health, HIV Health Services

This item was skipped.

There was no Public Comment on this item.

VIII. Ryan White CARE Act Reauthorization Update
Laura Thomas, Council Member

Council member Laura Thomas reported that she had attended the CARE Coalition meeting in Washington, D.C., along with Council Co-Chairs Randy Allgaier and Don Soto. Others from San Francisco were also there such as representatives of Project Inform. There were meetings with, among others: Senators Feinstein and Boxer, Representatives Pelosi, Honda, Eshoo, and Lee, as well as the Governor's office.

https://sfpl-exchange.sfpl.org/exchange/sfdocuments/Inbox/Full Council Meeting on Monday, July 10th EML/1_multipart_xF8FF_3_20060626Draft Mins.doc/C58EA28C-18C0-4a97-9AF2-036E93DDAFB3/20060626Draft Mins.doc?attach=1

Reauthorization is now stalled on formula arguments among the states, some of which don't have HIV data to allow the new formulas to operate. California's failure to collect names with its HIV reporting was an example. It would take several years of collecting new data to remedy this problem. Support for using proxy measures had fallen apart, and a stalemate was now in place. There were still questions concerning the extent of the term "medical case management." The stalemate is not the worst place for California to be although funding levels may still be affected.

There was a consensus to support the Planning Committee's recommendation that the Council avoid voting on priority and allocations twice. Holding off the retreat until things settle down in Washington did not offer a real alternative since grant deadlines fell at the beginning of October.

Reauthorization may impact housing, case management, and residential substance abuse programs; millions of dollars were involved. This would be a sea change: the implications are difficult to absorb. Waivers are possible but would undercut the Council's ability to be competitive on the award of a portion of the grants.

Some Council Members thought that it would be helpful to outline those areas allowed under medical care management, those not allowed, and those that fall in the gray area. Perhaps shifts of funds from a suspect area could be compensated from dollars newly available to the areas that qualify.

There was a discussion of the details of the funding under various titles

There was no Public Comment on this item.

IX. Presentation of Other Funding Streams for HIV/AIDS Health Services in San Francisco
Erik Mezack, Financial Systems Supervisor, SF Department of Public Health

Jack Newby, Director, HIV Health Services Planning Council

Mr. Erik Mezack and Mr. Newby made separate presentations concerning the other funding streams available. Mr. Newby emphasized that Ryan White funds are considered to be funds of last resort when these other funding streams are not available.

There was no Public Comment on this item.

X. Dinner Break

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

The Council had a short break in the meeting so that the members could eat something.

XI. Presentation by the Facility Based Health Care for San Francisco Collective (FBHC)

Rodney Murphy and Tim Patriarca, FBHC

There was a presentation of the Residential Care Facility for the Chronically Ill with an explanation of the program and comparisons of its costs to other programs. Specific case studies were presenting indicating some of their successes. There was discussion of how they fit in with assisted living facilities and skilled nursing care. Mssrs. Murphy and Patriarca asked for reprioritization from the CARE Council from last year. There has been planning though for the

possibility of loss of funding by their facility. They believe that they do qualify as medical case management under the new reauthorization proposals.

Public Comment on this item:

One member of the public, Naomi, thought that there may be some leverage of medical funds through the medical waiver program. Another member of the public who was not identified said that RCF-CI's reached folks who were difficult to reach.

XII. Update from Planning Committee Regarding Prioritization and Allocation Schedule - VOTE

Laura Thomas and George Simmons, Co-Chairs, Planning Committee

The Council will discuss possible meeting schedules and agenda items for the Prioritization and Allocation Schedule.

- *Monday, July 10th meeting, 4:30 – 7:30pm, The State Building, 455 Golden Gate Avenue, The San Diego Rooms A, B & C*
- *Monday, July 24th meeting, 4:30-7:30pm, The State Building, 455 Golden Gate Avenue, The San Diego Rooms A, B & C*
- *Monday, August 14th, The State Building, 455 Golden Gate Avenue, The San Diego Rooms A, B ONLY*
- *Monday, August 28th, 4:30-7:30pm, The State Building, 455 Golden Gate Avenue, The Benicia Rooms A, B*

Council Members Laura Thomas and George Simmons noted that a number of presentations had been postponed and that a full schedule of meetings was needed before the summit. A meeting had been reserved for Aug. 28 in case there was any need following the Aug. 24 and Aug. 26 summit.

There was no Public Comment on this item.

Motion to approve the schedule proposed by the Planning Committee passed by unanimous show of hands.

XIII. New Business/Next Agenda

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting and Agenda (July 10th) will be determined.*

There was a discussion of the spreadsheet handout earlier in the meeting and whether someone could indicate the funding categories that might be in jeopardy under the reauthorization proposals.

Motion to approve the agenda for the July 10 meeting was passed by a show of hands.

There was no Public Comment on this item.

XIV. Adjournment

The meeting adjourned at 7:35.

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Milton Marks Conference Center
455 Golden Gate Avenue (Polk & Larkin)
Lower Level, San Diego Rooms
Monday, July 10th , 2006
4:30 - 7:30 PM

DRAFT AGENDA

I. Call to Order **4:30pm**

II. Roll Call **4:32pm**

III. Review and Approval of Agenda **4:37pm**

IV. Review of *June 26th, 2006* Minutes - VOTE **4:39pm**

V. General Announcements **4:45pm**

VI. Public Comment **4:50pm**

VII. Summary Sheets for All Service Categories, to include Unfunds Information and Trends by Service Category **4:55pm**
Dean Goodwin, Senior Program Analyst, SF Department of Public Health, HIV Health Services

Public Comment on this item.

VIII. Presentation of Community Outreach and Advocacy Committee Community Forum Input **5:25pm**
Jack Newby, Director, HIV Health Services Planning Council

Public Comment on this item.

IX. Dinner Break **6:05pm**

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

X. Presentation of Provider Input by HIV AIDS Providers Network (HAPN) **6:30pm**
Mike Smith, President, HIV AIDS Providers' Network

XI. Ryan White CARE Act Reauthorization Update **7:00pm**
Laura Thomas, Council Member

Public Comment on this item.

XII. Update on the Impact of Reauthorization on the Prioritization and Allocation Process – Possible VOTE **7:10pm**
Laura Thomas and George Simmons, Co-Chairs, Planning Committee

Public Comment on this item.

https://sfpl-exchange.sfpl.org/exchange/sfdocuments/Inbox/Full Council Meeting on Monday, July 10th.EML/1_multipart_xF8FF_2_20060710Draft Agenda doc/C58EA28C-18C0-4a97-9AF2-036E93DDAFB3/20060710Draft Agenda.doc?attach=1

XIII. New Business/Next Agenda 7:25PM

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting and Agenda (Monday, July 24th) will be determined.*

Public Comment on this item.

XIV. Adjournment 7:30PM

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HIV Health Services Planning Council
Milton Marks Conference Center
455 Golden Gate Avenue (Polk & Larkin)
Lower Level, San Diego Rooms
Monday, July 10th, 2006
4:30 - 7:30 PM

DRAFT Minutes

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I. Call to Order

The meeting was called to order at 4:37 pm.

II. Roll Call

Roll was called, and quorum was established.

III. Review and Approval of Agenda [See Attachment A, Column 1].

The agenda was approved by consensus with the understanding that the presentation by Dean Goodwin might be delayed.

IV. Review of *June 26th, 2006* Minutes – VOTE

The correct names of the Marin HIV/AIDS CARE Council and the CAEAR Coalition were amended into the minutes.

V. General Announcements

- Council Co-Chair Randy Allgaier thanked Council Co-chair Don Soto for chairing the last meeting.
- Director Jack Newby introduced new staff Ray West.
- Council Member Margot Antonetty announced an upcoming baseball game fundraiser. She also said that Supervisors Ammiano and Dufty were moving to create a HIV/Housing Planning Group.
- Council Member Dorothy Kleffner announced that Council Member Micke Ulate had resigned.
- Council Member Tracy Brown provided information on add-backs from the Board of Supervisors.

VI. Public Comment

There was no public comment.

VII. Summary Sheets for All Service Categories, to include Unmet Needs Information and Trends by Service Category

Dean Goodwin, Senior Program Analyst, SF Department of Public Health, HIV Health Services

Mr. Dean Goodwin, DPH, presented detailed figures, and pointed out the ways in which they had changed from last year's presentation and explaining the structure of the tables. He provided more detailed explanations for some items. He thought some trends might indicate needs that should be studied and better understood. The effect of the aging populations' increased needs from Medi-Cal funding was one example. Some of the budget line items in the sheets were not supported by the general fund.

There were several questions concerning the document, and it was agreed that time should be set aside at a future meeting to discuss them. In the meantime, folks could forward their questions to Mr. Newby. The document was not intended to be a picture of clients' unmet needs.

There was no public comment.

VIII. Presentation of Community Outreach and Advocacy Committee Community Forum Input

Jack Newby, Director, HIV Health Services Planning Council

Mr. Newby reported on two recent meetings, explaining the different methodology of each meeting and drawing conclusions from the meetings' participants. He indicated that incentives should target those groups where turnout would be increased.

The Latina/o Community Forum raised complaints about the dignity with which clients were treated and language barriers. The Community Forum for people 50 and over raised some questions concerning burnout since these were the folks who had been the pioneers on the cusp of medical knowledge.

There was no public comment.

IX. Dinner Break

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

The group broke for dinner from 6:10 to 6:30.

X. Presentation of Provider Input by HIV AIDS Providers Network (HAPN)

Mike Smith, President, HIV AIDS Providers' Network

Mike Smith presented an analysis of the prioritization and made recommendations. He thought that better information was needed to outline other funding sources. Otherwise, there may be unintended consequences, ex., as with day care services in 2004. Attention needed to be paid to expenditures that fell into the jurisdictions of various organizations over another. Some of this focus will be determined by definitions adopted by HRSA, such as on medical case management. Until this data is developed, care should be exercised to research fully the effects of any change in prioritization.

There was no public comment.

XI. Ryan White CARE Act Reauthorization Update

Laura Thomas, Council Member

CM Thomas stated there was nothing new to report at this time.

There was no public comment.

XII. Update on the Impact of Reauthorization on the Prioritization and Allocation Process – Possible VOTE

Laura Thomas and George Simmons, Co-Chairs, Planning Committee

Prioritization must take into account the present law. There was an option to consider possible new rules that reauthorization could adopt, asking DPH to report on which funds could be swapped. Another option was to ask for a waiver, but that could affect the EMA's ability to be competitive for supplemental funds. There was a reluctance to start the work that will be needed with the new 75%/25% funding allocation rule without more information. Many believed that the process was difficult enough without dealing with speculative scenarios. The waiver option was discussed. It was also believed that the law will have to allow EMA's time to adjust their budget to changes in the law.

Council Member Jeff Byers reported that other EMA's were not belaboring the issue since it was still unsettled.

Some suggested that other dates be calendared in the event the reauthorization proceeded. Decision points could be considered rather than actual dollars. Further information concerning funding streams could also be developed in the interim.

There was no action taken.

There was no public comment.

XIII. New Business/Next Agenda

- *Council Members completed Meeting Evaluation Forms.*
- *The next Council Meeting and Agenda (Monday, July 24th) was determined.*

There was no public comment.

XIV. Adjournment

The meeting adjourned at 7:36 pm.

HIV Health Services Planning Council

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Milton Marks Conference Center
455 Golden Gate Avenue (Polk & Larkin)
Lower Level, San Diego Rooms
Monday, July 24th, 2006
4:30 - 7:30 PM

DRAFT AGENDA

I. Call to Order **4:30pm**

II. Roll Call **4:32pm**

III. Review and Approval of Agenda **4:37pm**

IV. Review of *June 26th, 2006* Minutes - VOTE **4:39pm**

V. General Announcements **4:45pm**

VI. Public Comment **4:50pm**

VII. Council Membership Applicant Recommendations – VOTE **4:55 PM**

Mark Molnar and Dorothy Kleffner, Membership Committee Co-Chairs

The Membership Committee recommends two applicants for Council Membership.

- *Naina Khanna*
- *Billie J. Cooper*

Public Comment on this item.

VIII. HIV Health Services Quarterly Report

Michelle Long, Director, SFDPH, HIV Health Services **5:00pm**

Public Comment on this item.

IX. Presentation of Housing Opportunities for Persons with AIDS (HOPWA)

Elizabeth Colomello, San Francisco Redevelopment Agency **5:15pm**

Public Comment on this item.

X. Presentation on Housing in San Francisco **5:45pm**

Margot Antonetty, Housing Work Group Co-Chair

Public Comment on this item.

XI. Dinner Break **6:15pm**

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

XII. Discussion and Possible Action Approving Policies and Procedures – Group **6:35pm**

- Media Contact and Public Information Policy - VOTE
- Yahoo! Group Policy - VOTE
- Committee and Work Group Motion and Voting - VOTE

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- Term Lengths - VOTE

Public Comment on this item.

XIII. Discussion and Possible Action to Merge the Infrastructure and Policy Committee and the Evaluation Committee - VOTE 7:00pm

Mary Lawrence Hicks and Sparkie Spaeth, Evaluation Committee Co-Chairs
Ayisha Benham and Charles Siron, Infrastructure and Policy Committee Co-Chairs

Public Comment on this item.

XIV. Update CARE Reauthorization 7:05pm

Laura Thomas, Council Member

Public Comment on this item.

XV. New Business/Next Agenda 7:20pm

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting and Agenda (Monday, August 14th) will be determined.*

Public Comment on this item.

XVI. Adjournment 7:30PM

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HIV Health Services Planning Council

Milton Marks Conference Center
455 Golden Gate Avenue (Polk & Larkin)
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Monday, July 24th , 2006
4:30 - 7:30 PM

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DRAFT AGENDA

07-20-06P07:18 RCVD

I. Call to Order **4:30pm**

II. Roll Call **4:32pm**

III. Review and Approval of Agenda **4:37pm**

IV. Review of *July 10th, 2006* Minutes - VOTE **4:39pm**

V. General Announcements **4:45pm**

VI. Public Comment **4:50pm**

VII. Council Membership Applicant Recommendations – VOTE **4:55 PM**

Mark Molnar and Dorothy Kleffner, Membership Committee Co-Chairs

The Membership Committee recommends two applicants for Council Membership.

- *Naina Khanna*
- *Billie J. Cooper*

Public Comment on this item.

VIII. HIV Health Services Quarterly Report

Michelle Long, Director, SFDPH, HIV Health Services **5:00pm**

Public Comment on this item.

IX. Presentation of Housing Opportunities for Persons with AIDS (HOPWA)

Elizabeth Colomello, San Francisco Redevelopment Ageney **5:15pm**

Public Comment on this item.

X. Presentation on Housing in San Francisco **5:45pm**

Margot Antonetty, Housing Work Group Co-Chair

Public Comment on this item.

XI. Dinner Break **6:15pm**

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

XII. Discussion and Possible Action Approving Policies and Procedures – Group **6:35pm**

- Media Contact and Public Information Policy - VOTE
- Yahoo! Group Policy - VOTE
- Committee and Work Group Motion and Voting - VOTE

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- Term Lengths - VOTE

Public Comment on this item.

XIII. Discussion and Possible Action to Merge the Infrastructure and Policy Committee and the Evaluation Committee - VOTE 7:00pm

Mary Lawrence Hicks and Sparkie Spaeth, Evaluation Committee Co-Chairs
Ayisha Benham and Charles Siron, Infrastructure and Policy Committee Co-Chairs

Public Comment on this item.

XIV. Update CARE Reauthorization 7:05pm

Laura Thomas, Council Member

Public Comment on this item.

XV. New Business/Next Agenda 7:20pm

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting and Agenda (Monday, August 14th) will be determined.*

Public Comment on this item.

XVI. Adjournment 7:30PM

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HIV Health Services Planning Council
DRAFT MINUTES
Milton Marks Conference Center
455 Golden Gate Avenue (Polk & Larkin), Lower Level, San Diego Rooms
Monday, July 24th, 2006, 4:30 - 7:30 PM

I. Call to Order

The meeting was called to order at 4:40 p.m.

II. Roll Call

Roll was called, and quorum was established. [See Attachment A, Column 1].

III. Review and Approval of Agenda

CM Thomas, Planning Co-Chair announced that CM Antonetty was unable to attend and, therefore, Item X would not be presented.

The agenda was approved by consensus.

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IV. Review of *July 10th, 2006* Minutes

The minutes were approved by consensus.

V. General Announcements

CM Kanios thanked the co-chairs for stepping up during her recent absences.

CM Allgaier gave an update on CM Brown. CM Thomas thanked the Council members for the flowers, prayers and well wishes for CM Brown. He is recovering and eager to get back to work.

VI. Public Comment

There was no public comment.

VII. Council Membership Applicant Recommendations

Mark Molnar and Dorothy Kleffner, Membership Committee Co-Chairs

This item was tabled.

There was no public comment on this item.

VIII. HIV Health Services Quarterly Report

Michelle Long, Director, SFDPH, HIV Health Services

Ms. Long noted a correction to the handout. The handout should read "The carry forward balance (unobligated balance) from the CARE Title I FY 2005-06 grant is $400,976, a decrease of $323,820 (45%↓) from the prior year.

Public Comment

There was a fire at the dental clinic on Saturday resulting in water damage at the clinic. For the next month, there is a potential shortage of services.

HIV Health Services was congratulated on the decrease of "carry forward funds for the '05-06 year.

IX. Presentation of Housing Opportunities for Persons with AIDS (HOPWA)
Elizabeth Colomello, San Francisco Redevelopment Agency

Ms. Colomello presented an overview of HOPWA's authorization and how it administers formula allocations for the San Francisco Eligible Metropolitan Statistical Area (EMSA). She discussed rental assistance programs and how of referral and rental assistance works. She noted that capital improvement was within HOPWA's purview. Also discussed was the planning role on the HOPWA loan committee.

There was no public comment on this item.

X. Presentation on Housing in San Francisco
Margot Antonetty, Housing Work Group Co-Chair

This item was tabled.

There was no public comment on this item.

XI. Dinner Break

Meeting Evalnation Forms will be distribnted to Council Members dnring the Dinner Break.

The group had a dinner break from 5:55 p.m. until 6:15 p.m.

XI. Discussion and Possible Action Approving Policies and Procedures

- **Media Contact and Public Information Policy**

There was discussion and explanation of the purpose of the policy.

Motion to amend item #3 by replacing "positive" with "accurate" messages by CM Herman/Durio.

The motion passed nnanimonsly.

There was discussion regarding clarification of the wording of the policy.

Motion to amend Item #5 to replace "immediately" with "promptly" by Siron/Herman. The amended item should read "the spokesperson(s) shall return media phone calls promptly".

The motion was passed with CM Dnrio opposed.

CM Simmons called the question. There was no objection.

The policy was approved with CM Molnar and Dnrio opposed.

There was no public comment.

- **Yahoo! Group Policy**

There was discussion and explanation of the purpose of the policy.

Motion to include Marin and San Mateo in the group in the 1st paragraph of the policy by CM Siron/Herman.

The amendment was passed nnanimonsly.

There was no public comment.

Motion to adopt Yahoo! Group Policy as amended.

There was no public comment.

The policy was passed unanimously.

- **Committee and Work Group Motion and Voting**

There was discussion and explanation of the purpose of the policy with individual members expressing support and opposition of the policy. The discussion included the council history of allowing council members to fully participate in all committee meetings.

Motion to table the issue presented by CM Byers.

The motion to table failed.

Motion to change the Item #1 to read "At all regular committee meetings, a motion initiating an action must be made or seconded by a duly appointed official member of the committee" by CM Herman/Hicks.

Motion to table presented by CM Kanios.

The motion failed 8/10.

Motion to amend the policy by removing "in good standing" by CM Siron/Molnar.

The motion passed unanimously.

Back to first amendment –
CM Blum called the question with no objection.

The motion to call the question was passed with CM Allgaier, Kanios, Simmons, Barnes opposed.

Amendment presented by CM Herman failed with CM Kanios, Simmons, Thomas, Barnes, Sweetin, Durio and Flores in favor.

Vote on original motion with second amendment which included eliminating "in good standing".

The motion failed 1/17 and was referred back to I&P Committee.

There was no public comment.

- **Term Lengths**

Motion to replace "are employed by" with "represent" in Part C by CM Thomas passed unanimously.

Motion to replace "from application" with "membership renewal form" in Part B by CM Flores/Barnes passed unanimously.

CM Pearce called the question.

There was no objection.

The policy was unanimously approved as amended.

There was no public comment.

XIII. Discussion and Possible Action to Merge the Infrastructure and Policy Committee and the Evaluation Committee

Mary Lawrence Hicks and Sparkie Spaeth, Evaluation Committee Co-Chairs
Ayisha Benham and Charles Siron, Infrastructure and Policy Committee Co-Chairs

There was discussion and explanation of the purpose of this pilot merger of the committees, to take effect October 1, 2006.

Motion to merge I&P/Evaluation Committees for a period of one year with the purpose of evaluating the infrastructure of the Care Council and to propose policies to implement possible changes by CM Siron.

The motion passed unanimously.

There was no public comment.

XIV. Update CARE Reauthorization

Laura Thomas, Council Member

CM Thomas announced that key legislative staffs have met to do CARE Act Reauthorization Bill mark up. They were focused on the allocation formula for funding; incorporating HIV data into formula was discussed. However, this would present major technical issues in the formula calculation since some states do not have the data to use. The formal markup is expected in September.

The Appropriations Bill the Senate has passed their portion with increases in Title I, Title II and ADAP. The House must pass their Appropriations Bill then both houses will work on a joint reconciliation of the Appropriations Bill.

There was no public comment.

XV. New Business/Next Agenda

There was no public comment.

XVI. Adjournment

The meeting was adjourned at 7:15 p.m.

HIV Health Services Planning Council

Milton Marks Conference Center
455 Golden Gate Avenue (Polk & Larkin)
Lower Level, San Diego Rooms
Monday, August 14th , 2006
4:30 - 7:30 PM

DRAFT AGENDA

I. Call to Order **4:30pm**

II. Roll Call **4:32pm**

III. Review and Approval of Agenda **4:37pm**

IV. Review of *July 24th, 2006* Minutes - VOTE **4:39pm**

V. General Announcements **4:45pm**

VI. Public Comment **4:50pm**

VII. Review and Discuss Quality Management **4:55pm**
Patricia Sullivan, SF Department of Public Health, HIV Health Service

Public Comment on this item.

VIII. Review and Discuss Reggie Report **5:15pm**
Celinda Cantu, Data Coordinator, SF Department of Public Health, HIV Health Service

Public Comment on this item.

IX. HIV Health Services Centers of Excellence Update **6:00pm**
Michelle Long, Director, SF Department of Public Health, HIV Health Services

Public Comment on this item.

X. Dinner Break **6:15pm**

This will be a working dinner.
Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

XI. Presentation on Housing in San Francisco **6:25pm**
Margot Antonetty, Housing Work Group Co-Chair

Public Comment on this item.

XII. Marin County Budget Presentation **6:35pm**
Sparkie Spaeth, Council Member

Public Comment on this item.

XIII. San Mateo Budget Presentation **6:50pm**
Ellen Sweetin, Council Member

Public Comment on this item.

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XIV. The HIV Health Work Group Call to Action Document - VOTE 7:10pm

Randy Allgaier, Council Member; Gayle Burns and Tracy Packer, HPPC; Mike Smith, HAPN President; San Francisco Department of Health, HIV Health Services

Public Comment on this item.

XV. Update CARE Reauthorization 7:25pm

Laura Thomas, Council Member

Public Comment on this item.

XVI. New Business/Next Agenda/Adjournment 7:30pm

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The Prioritization and Allocation Summit will be on Thursday, August 24th and Saturday, August 26th at the Eureka Valley Recreation Center, 150 Collingwood Street, San Francisco, 9am -5pm each day.*
- *The next Council Meeting and Agenda (**Monday, August 28th**) will be determined.*

Public Comment on this item.

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HIV Health Services Planning Council

Eureka Valley Recreation Center Auditorium
100 Collingwood Street, San Francisco
Thursday, August 24, 2006, 9:00am –5:00pm

DRAFT AGENDA for Day One

DRAFT

I. Call to Order **9:00am**

II. Roll Call **9:02am**

III. Review and Approval of Agenda **9:05am**

IV. Review and Approval of *August 14, 2006* Minutes **9:10am**

V. General Announcements **9:15am**

VI. Public Comment **9:20am**

VII. Introductions **9:30am**

Co-Chairs will introduce Susan Strong, Facilitator. Overview of activities of two day meeting, ground rules and logistics, as well as a review of Prioritization and Allocations by the Facilitator. Council Members will introduce themselves.

Public Comment on this item

VIII. Conflict of Interest Disclosure by Council Members **10:30am**

Public Comment on this item

IX. Break **10:45am**

X. Goals of the Summit **11:00pm**

Laura Thomas and George Simmons, Planning Committee Co-Chairs

There will be a review of the legislative mandate, objectives of each day with final goals of priorities, allocations, and funding scenarios. Draft priority sheets will be explained and used during the meeting.

Public Comment on this item

XI. Comprehensive Plan Review **11:20pm**
Jack Newby, Director, and Don Soto, Council Co-Chair

Public Comment on this item

XII. Discussion and Possible Action Regarding Unfunds - VOTE **11:40pm**

The Council will discuss and possibly vote on recommendations for the allocation of unfunds.

Public Comment on this item.

XIII. Lunch **12:00pm**

XIV. Trends and Analysis Factors of the EMA (Eligible Metropolitan Area)

12:30 pm

Laura Thomas and George Simmons, Planning Committee Co-Chairs

The Council will review major data information that has been presented during the year. This will include epidemiological information, Reggie data, Summary Sheets, etc. Council Members will break-out into small groups for discussion of the data and how it applies to their decision making process and any trends they are seeing.

Public Comment on this item

DRAFT

XV. Small Group Discussions 1:00pm

Council Members will have an opportunity for questions regarding the needs assessment and trend analysis presentations.

Public Comment on this item

XVI. Report from Small Groups and Large Group Discussions 2:00pm

Representatives from the small groups will give reports to the larger group for group discussion.

Public Comment on this item.

XVII. Break 2:45pm

XVIII. Presentation of Planning Committee Recommendations for Priority Setting

- **Discussions**
- **VOTES on Recommendations and Priorities**

3:00pm

Laura Thomas and George Simmons, Planning Committee Co-Chairs

Public Comment on this item.

XIX. Begin Resource Allocation Discussion 4:30pm

Council members will begin preliminary discussions of resource allocation in preparation for the next Summit meeting, Saturday, August 26th, at the same location.

Public Comment on this item.

XX. Membership Term Renewals – VOTE 4:50pm

The Council will discuss membership renewal for Council Members Anderson, Hicks, Simmons and Spaeth for September 1, 2006 deadline; Council Members Allgaier and Kanios for October 1, 2006 deadline.

- **September 1, 2006:**
  - **Mary Lawrence Hicks**
  - **George Simmons**
  - **Sparkie Spaeth**
- **October 1, 2006**
  - **Randy Allgaier**
  - **Billie-Jean Kanios**

DRAFT

Public Comment on this item

XXI. Adjournment to Saturday, August 26, 2006 at the Same Time and Location 5:00pm

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HIV Health Services Planning Council Summit

Eureka Valley Recreation Center Auditorium
100 Collingwood Street, San Francisco
Thursday, August 24, 2006, 9:00am –5:00pm

DRAFT Minutes for Day One

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I. Call to Order

The meeting was called to order at 9:00 am.

II. Roll Call

The roll was called and quorum was established. (Attachment A)

III. Review and Approval of Agenda

The agenda was approved by consensus.

IV. Review and Approval of *August 14, 2006* Minutes

The minutes were approved as corrected (Item 12).

V. General Announcements

CM Bill Blum has CM Durio's Proxy.

VI. Public Comment

Tom Nolan, Executive Director of Project Open Hand, discussed the need for continuing efforts in maintaining support for the food category. He outlined the challenges faced by POH in securing alternative funding for this specific service and the importance of the service in maintaining health for their clients.

VII. Introductions

Susan Strong, Facilitator was introduced and gave an overview of the activities of the two day meeting, ground rules and logistics, as well as a review of Prioritization and Allocations. Council Members introduced themselves and Ms. Strong presented the outline of two day summit agenda. **(Attachment B)**

There was no public comment.

VIII. Conflict of Interest Disclosure by Council Members

Council Members disclosed their individual conflict of interests, if any. **(Attachment C)**

There was no public comment.

IX. Break

X. Goals of the Summit

CM Thomas and CM Simmons reviewed the priorities, allocations, and funding scenarios.

This item was discussed prior to the break

CM Thomas and CM Simmons presented the goals of the summit.

1. To prioritize service categories
2. To allocate resources to those service categories
3. To identify how increased and decreased funding should be managed

(Attachment C)

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This presentation included the various funding scenarios the Council could face in the upcoming fiscal cycle.

Expectations of individual council members, their roles and an overview of the outcomes to be achieved during the prioritization and allocation process were discussed. There was further discussion and clarification regarding the Minority AIDS Initiative and Housing funding for the San Francisco EMA.

Susan Strong presentation **(Attachment B)** resumed.

The break followed this presentation.

XI. Comprehensive Plan Review

Mr. Newby, Planning Council Director, and CM Soto presented data from the Comprehensive Plan Review **(Attachment D)**

This presentation included :

- Review of the Core Values of 2002 in comparison to 2005
- Eight Goals relating to prioritization and allocations process

The Comprehensive Plan concluded that various presentations given during the course of the Council Year provide valuable insight to the action steps needed to accomplish the goals. Goal 3, to ensure a client-centered system of care that works to empower people with HIV/AIDS at all levels, was addressed due to lack of funding and could these be funded with unfunds.

XII. Discussion and Possible Action Regarding Unfunds

CM Allgaier discussed the Steering Committee recommendation regarding the $400k + unfunds for this fiscal year.

- $50,000 Vouchers
- Remainder infrastructure and technical assistance development for COE's
  This will address startup issues that COE's are facing with regard to communicating with each other and providing accurate data.

Lack of Emergency Assistance Funds and Needs Assessment issues were discussed, as well as, the potential future impacts on existing programs. Also noted was funding allocated to COE's for infrastructure support.

Amendment motion CM Siron/CM Kanios

- $35,000 targeted needs assessment consistent with goals of the Comprehensive Plan.
- $5,000 consultant for cultural competency
- $70,000 emergency financial assistance
- $50,000 vouchers
- $240,000 remainder would be for COE infrastructure.

Motion to break amendment by pieces CM Blum/CM Kleffner

Agreement to restate the motion: unanimous.

- **$35,000 targeted needs assessment**

There was no public comment.

VOTE
Aye Twenty One (21)

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Nay One (1) – CM DiCrocco
Recusals One (1) – CM Banks
***Motion carried* (Attachment A, Item 2)**

- **$5,000 for consultant for cultural and linguistic competency**

  There was no public comment.
  VOTE
  ***Unanimous* (Attachment A, Item 3)**

- **$70,000 for emergency financial assistance**

  Public comment:
  - Mike Smith, HAPN – this amount allows providers to continue providing services without the need to intensify service qualification guidelines.
  - Marcia Herring, SFDPH, HIV Health Services, noted that not all money is for housing and all monies are spent that are received.
  - Brett Andrews, Positive Resource Center, supports this motion because financial stability allows clients to focus on their health instead of financial issues. She encouraged the council to work less around the funding sources and more around services.

  VOTE
  ***Unanimous* (Attachment A, Item 4)**

- $50,000 Vouchers

  There was no public comment.

  VOTE
  ***Unanimous* (Attachment A, Item 5)**

- $240,000 remainder for Centers of Excellence technical and infrastructure support.

  There was no public comment.

  VOTE
  Aye: Twenty (20)
  Nay: None
  Recusals: Two (2) CM Hicks/ CM Thomas
  Unanimous (Attachment A, Item 6)

XIII. Lunch

XIV. Trends and Analysis Factors of the EMA (Eligible Metropolitan Area)

CM Thomas and CM Simmons presented major data information that had been presented during the year for review, including epidemiological information, Reggie data, Summary Sheets, etc. **(Attachment E)**

The presentation included an overview of trends in HIV/AIDS. Particularly noticeable were the increase in PLWH/A over age 50, an increase in latino/a's and the reality that there are more PLWH/A now than ever. The proportion of late testers diagnosed in 2001-2005 have stabilized. Populations that are less likely to be tested and not in care.

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The trend data indicates:

- No major changes over the last three years by race, gender, of HIV risk
- The majority of clients continue to be MSM (72%)
- The majority of clients are people of color (52%)
- Increase in older clients (over 50 years old)

There was no public comment.

XV. Small Group Discussions

The group decided to remain in a larger group for discussion by consensus. Discussion centered on serving severe need clients through COE's. It was also noted that a large portion of clients are also not severe need and that their needs should continue to be met. This is especially true in light of the large number of those living at or below 150% of poverty and the severe housing crisis in the EMA. There was discussion of the variation in the epidemiological numbers of individuals infected and those receiving services through CARE Act services. The need to address individuals over age 50 was also noted to be a priority for funding decisions and focus of medical care.

There was no public comment.

XVI. Report from Small Groups and Large Group Discussions

The group decided to remain in a larger group for discussion by consensus. This discussions noted in item XV continued.

There was no public comment.

XVII. Break

XVIII. Presentation of Planning Committee Recommendations for Priority Setting

CM Thomas presented council history and background regarding the tieirng process and discussions centered on whether tiering was a matter for priority setting or for allocations

CM Thomas presented planning proposal for Home Health Care to be moved to tier one and all else to remain as such.

Motion CM Thomas/CM Siron "To eliminate tiering and accept the priortitization categories as listed".

Discussion also involved the placement of treatment adherence and food within the structure and also whether the prioritization should be reflective of HRSA core service categories.

There was no public comment on this item.

Motion CM Blum/CM Allgaier to add category "pharmaceuticals" and move to the second priority.

There was discussion on this matter centered on solidifying the importance of medical care in the EMA. Discussion also included the robust California ADAP system that essentially supported this category and the impact of Medicare Part D.

There was no public comment on this item.

VOTE

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Aye: Twenty three (23)
Nay: None
Unanimous (Attachment A, Item 7)

Return to original motion of prioritization as amended including council support as item 21.

VOTE
Aye: Twenty three (23)
Nay: None
Unanimous (Attachment A, Item 8)

The priorities from last year with the addition of pharmaceuticals were adopted as presented.

XIX. Begin Resource Allocation Discussion

CM Simmons presented the Planning Committee proposal for funding scenario proposals (Attachment ?)

These scenarios included:

- Increased Funding
- Decreased Funding
    a. .1-.5%
    b. 5.1-10.0%
    c. 10.1-15.0%

Or

A. To the extent that General Funds are available, transfer housing services from the Residential Programs and Subsidies category to General Funds.
B. Eliminate service categories in reverse priority order (i.e. from the bottom up.)

As part of the discussion, the potential of protecting categories that receive less than one percent of the funding was taken into consideration.

The council discussed hold harmless and the potential impact of future funding reductions. Flat funding scenarios were discussed that essentially adopted the previous years budget as the flat funding scenario. Also taken into consideration was the impact of access to services that occur with service category funding reductions. The Council also acknowledged its role as the payor of last resort.

Public Comment:

Stephan Oxendine stated that since the matter was not noted as a vote, the council should not vote. Also, it appeared that the council was engaging in more than "preliminary" discussions and members of the public might want to be present during these more detailed discussions.

The facilitator and council agreed to continue with general discussions of funding challenges and scenarios.

XX. Membership Term Renewals - VOTE

CM Herman moved to approve voting by slate.

There was no public comment on this item.

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The motion was approved by consensus.

- **September 1, 2006:**
  - **Mary Lawrence Hicks**
  - **George Simmons**
  - **Sparkie Spaeth**

There was no public comment.

The slate vote was approved unanimously.

- **October 1, 2006**
  - **Randy Allgaier**
  - **Billie-Jean Kanios**

There was no public comment.

The slate vote was approved unanimously.

XXI. Adjournment to Saturday, August 26, 2006 at the Same Time and Location

The meeting was adjourned at 4:35 pm.

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HIV Health Services Planning Council
Eureka Valley Recreation Center Auditorium
100 Collingwood Street, San Francisco
Saturday, August 26, 2006, 9:00am – 5:00pm

DRAFT AGENDA for Day Two

I. Call to Order **9:00am**

II. Roll Call **9:02am**

III. Review and Approval of Agenda **9:05am**

IV. General Announcements **9:10am**

V. Public Comment **9:15am**

VI. Introduction and Review of Previous Day **9:20am**

Facilitator will provide an overview of the previous day meeting, review rules and logistics. Council Members will introduce themselves.

Public Comment on this item

VII. Conflict of Interest Disclosure by Council Members **9:45am**

Public Comment on this item

VIII. Break **10:00am**

IX. Context of Funding within the EMA **10:15am**

Laura Thomas, Planning Committee Co-Chair

Presentation regarding funding for HIV Health Service categories, and how other funders, government and private agencies, affect services in San Francisco, Marin and San Mateo Counties.

X. Lunch **12:00pm**

XI. Beginning Funding Allocations Discussion - Vote **12:30pm**

The Council will begin to discuss funding allocations, including distinguishing tiers of service categories.

Public Comment on this item

XII. Review and Discussion of Funding Allocations - Vote **1:45pm**

Laura Thomas and George Simmons, Planning Committee Co-Chairs will present Planning Committee recommendations on this item. Council will review, discuss and vote.

Public Comment on this item

XIII. Break **2:30pm**

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XIV. Development of Funding Scenarios - Vote 2:45pm

Laura Thomas and George Simmons, Planning Committee Co-Chairs will present Planning Committee recommendations on this item. Council will review, discuss and vote.

Public Comment on this item

XV. Nominations for Planning Council Co-Chair (Person Living with AIDS seat)

Public Comment on this item **4:45pm**

XVI. Adjournment 5:00pm

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HIV Health Services Planning Council
730 Polk Street, 3rd Floor, San Francisco, CA 94109
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San Francisco Department of Public Health, AIDS Office
25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

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HIV Health Services Planning Council
Eureka Valley Recreation Center Auditorium
100 Collingwood Street, San Francisco
Saturday, August 26, 2006, 9:00am – 5:00pm

DRAFT MINUTES for Day Two

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I. Call to Order

The meeting was called to order at 9:20 am by CM Soto.

II. Roll Call

The roll was called and quorum was established. **(Attachment A)**

CM Blum holds proxy for CM Durio.

III. Review and Approval of Agenda

The agenda was approved by consensus.

IV. General Announcements

There were no general announcements.

V. Public Comment

Eddie Mockinger, M.D., Women's Program UCSF, gave an update of his Center of Excellence. He announced that they were operating on a lean budget but have been able to provide care to a majority of women and transgender in San Francisco. Onsite services through additional funding, and cautionary spending. This type of coordinated care is important because of population vulnerability, high number of minorities and also substance abusers.

VI. Introduction and Review of Previous Day

Susan Strong, Facilitator, reviewed prior day activities and discussed of objectives of the day.

There was no public comment.

VII. Conflict of Interest Disclosure by Council Members

CARE Council members disclosed the individual conflicts of interest **(Attachment B)**

There was no public comment.

VIII. Break

IX. Context of Funding within the EMA

CM Thomas and CM Simmons presented information regarding funding for HIV Health Service categories, and how other funders, government and private agencies, affect services in San Francisco, Marin and San Mateo Counties. The expectation is that there will be a reduction of funding between 8-9% and there are many unanswered questions with respect to the new HRSA guidelines, Reauthorization, and the impact on the EMA overall.

Funding for core services may be impacted greatly in the surrounding counties as a result of the current tiering system and the potential elimination of core services due to HRSA guidelines. This will put

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increased pressure for services on the San Francisco EMA. Within the EMA, the core services are the same with the exception of housing and food. Housing is the #2 need in San Francisco County and the severe needs population makes up 52% of the clients in the CARE system.

Without knowing the legislative mandate the EMA must anticipate a variety of scenarios to include 2 main possibilities.

1. The bill is reauthorized and is similar to current funding with 10% cut to SF in the first year with significant cuts by year 4. San Francisco CARE Council will then need to come back to the table and make these decisions again with those guidelines. We still do not know the timeline but must be prepared for a March 1 implementation date. However, we may only see a 5% cut for next year.
2. The legislation does not go through this year and is passed through to new congress next year.

   There are 2 sets of core services as seen. The current set of core services includes:
   - Ambulatory/Primary Medical Care
   - Medications
   - Oral health
   - Mental health
   - Case management
   - Substance abuse Rx

   Legislative Proposal "Core" medical services require that 75% be spent on core medical services.
   - Ambulatory/Medical Care
   - ADAP & Pharmacy Assistance
   - Oral Health
   - Early Intervention
   - Home Health
   - Hospice
   - Home & Community-Based Health Services
   - Mental Health
   - Substance Abuse Outpatient Services
   - Medical Case Management including treatment adherence

   The recommendation is that San Francisco CARE Council should operate under current law and would not be irresponsible but should keep mindful of what is impending.

   Motion CM DiCrocco – To complete the prioritization and allocation process, as per current legislation and HRSA guidance and pursue future legislative changes when known.

   VOTE
   Aye Eighteen (18)
   Opposed One (1)

   The motion carries.

   We reaffirm the council's earlier work using current guidelines and will then focus on future legislative mandates as they arise.

X. Lunch

XI. Beginning Funding Allocations Discussion - Vote

This item was discussed prior to Lunch

The Council will began to discuss funding allocations, including distinguishing tiers of service categories.

The first proposal was for level funding throughout all categories.

MOTION: Level Funding in accordance with Planning Committee recommendation

There was no public comment.

VOTE: unanimous (Attachment A, Item #2)

The second proposal was to continue the current tiering system. This item was discussed with consideration to holding harmless those categories that receive less the 1% of the total funding include debate on the placement of food and housing among the tier ranking. There was discussion that placing too many items in tier one would make tiering irrelevant if it is to be used in funding reduction scenarios.

CM Simmons called the question with no objections.

VOTE: continue the current tiering system as in place

There was no public comment.

Ayes: Fifteen (15)
Nays: One (1)
Abstentions: One (1) (CM Banks)

***This motion carries.* (Attachment A, Item #3).**

Ms. Strong led a discussion regarding the tier structures and discussion followed regarding its use as a tool in the allocation and prioritization process. Also of relevance was the impact of the service categories that were included within the Centers of Excellence and that tiering results in higher percentage of cuts to the lower tier categories.

Motion CM Simmons/CM Allgaier– See Attachment B tiering portion only

There was general discussion and review of the proposed motion.

Public comment:

- Ms. Billie Cooper recommended that all residential categories should be consolidated.
- Mr. Warren Johnson noted that the tiering order in which is being set up is not in priority order and these should be setup to reflect priorities.
- Mr. Abney Boles, Westside Community Services, asked if the proposal is an adoption of allocation strategy? He expressed concern for the impact the proposal would have on the allocation decisions, and council should know the impacts in advance.

Vote (Attachment A, Item #4)

Ayes: Twelve (12)

Nays: Twelve (12)

This motion failed.

There was further discussion regarding the tiering all services.

Motion CM Pearce/CM DiCrocco

Tier 1: Ambulatory /medical out patient care
Primary medical care
Tier 2: Everything else

There was discussion regarding the placement of Housing in a separate tier and the potential impact from HRSA and its overall importance in the San Francisco EMA.

Public comment:

- Mr. Abney Boles asked: Should the Council approach funding and the potential cuts based on anticipated or real cuts or that we as a city want to use funds differently? What is it that we want to convey on how to use funds in the future? Council should not use strategy that includes reduction, but recommends using one that increases the funding strategy. What are the decisions that have been made here?

Vote - Amendment (See Attachment A, Item #5)

Ayes: Ten (10)
Nays: Eleven (11)
Recusal: One (1) (CM Simmons)

This motion failed.

VOTE: original motion by CM Simmons.

There was no public comment.

Ayes: Fourteen (14)
Nays: Eight (8)

This motion failed.

In consideration of the dissenting members, there was open discussion regarding the amendment and it's inclusion of HRSA requirements in considering the tier categories.

CM Kanios called the question with no objections.

There was no public comment.

Ayes: Thirteen (13)
Opposed: Seven (7)

The question was called. **(Attachment A, Item #6)**

Public Comment:

- Mr. Abney Boles expressed concern that decisions are being made without a strategy, noting that ambulatory outpatient medical care is provided by other payors and these factors should also come into consideration in this process.

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- Mr. Tim Patriarchi, Maitri, stated that the tiering concept is of concern to Maitri with respect to potential funding cuts and reminded the council that primary medical care has other payors as well.

VOTE

Ayes: Fourteen (14)
Nays: Eight (8)

This motion failed. (Attachment A, Item #7)

Placement of client needs services in first tier, protecting the smaller categories and not trying to anticipate future legislative mandate impacts in this process were discussed further.

Break for Lunch <Is there a number here?>

The discussion resumed on three proposed tier categories and resulting allocation scenarios:

1. Core Services
2. Housing
3. Other

Motion CM Pearce/CM Thomas decreasing funding scenario:

Up to 5% as stated, $1m will be transferred from the General Fund and the balance will be taken across the board proportionately for all categories.

There was no public comment.

***The motion carried unanimously.* (Attachment A, Item #8)**

CM Herman/CM Molnar Motion: Motion regarding 5-10% reduction of funding:

- Housing will transfer $1million to the general fund + same % of tier 1 remaining funding cut.
- Tier 3 would have baseline decrease of 10%,
- Tier 4 would hold harmless categories less then 0.9%,
- Tier 1 would absorb the remaining cuts.

CM Blum presented an option that looked at holding harmless all categories that funding is less than 0.8% of funding to include:

- Tier 1: Core Services
- Tier 2: Housing
- Tier 3: Other Services
- Tier 4:
  - Legal services
  - Complementary therapies
  - Outreach
  - Emergency housing
  - ICM

CM Simmons called the question.

There is an objection.

CM Simmons withdrew calling the question.

There was discussion of a proposed amendment, that CARE would *hold harmless* those services that received up to 1.2% of CARE funding:

- Add detox
- Home Health/Patient Outreach
- Treatment adherence
- Transitional housing
- Client advocacy

Take additional cuts out of Tier 1.

No second to the amendment.

CM DiCrocco called the question and there was no objection.

Public comment:

- Steven Grolnic-McClurg has issues regarding the structuring of Tier 3 and the potential impact on these services should funding cuts be implemented. This would probably be the first category to maintain the initial funding cuts and services could be eliminated.
- Mr. Boyce discussed the potential pitfalls of moving forward in a process without proper planning.

VOTE

Ayes: Seventeen (17)
Nays: Four (4)

This motion passes. **(Attachment A, Item #9)**

The council proceeded to address the 10-15% funding reduction scenario and the Planning Committee motion. This discussion included raising the Tier 3 baseline to 15% and that hold harmless should not remain relevant.

Motion Thomas/Allgaier: The first $1million from housing which will be replaced by general funds, 15% cut from tiers 3 and 4 with remaining cuts taken from Tier 1 and 2 proportionately.

This motion passed. **(Attachment A, Item #10).**

Public comment:

- Mr. Abney Boles expressed concern that the cuts are based on categories rather than the importance of the services provided under the categories.

Increased funding Scenario

Motion: DiCrocco/Molnar Increased funding will be proportional to all categories.

There was no public comment.

The motion passed unanimously. **(Attachment A, Item #11)**

MAI funding proposal Attachment 4 discussion.

CM Blum called the question without objection.

Public comment:

- Jacob, Baker Places, made a general comment regarding the effect of housing on the Minority AIDS Initiative programs.

***The motion passed unanimously.* (Attachment A, Item #12)**

Motion CM Blum/CM Pearce – The Council will provide direction that no one Center of Excellence will be directly impacted or affected by any Minority AIDS Initiative funding cuts.

There was no public comment.

VOTE (Attachment A, Item #13)

The motion passed unanimously.

Motion from Planning regarding Council Support budget, that is, to remain flat from the previous year and be held harmless up to funding cuts of 15%.

It was discussed that the San Francisco Council Support budget is 1.3% of budget and is less than most EMA's.

There was no public comment.

VOTE (Attachment A, Item #14)

Ayes: Twenty (20)
Nays: None
Recusals: One (1) CM Molnar

This motion carried.

The council agreed to a mandate to the Grantee regarding funding of COE's discussion. Presentations from the Center's of Excellence and the AIDS Office for the September CARE Council meeting will be an action item (VOTE).

XII. Review and Discussion of Funding Allocations - Vote

This item was discussed above.

XIII. Break <correct numbering>

XIII. Development of Funding Scenarios - Vote

This item was discussed above.

XV. Nominations for Planning Council Co-Chair (Person Living with AIDS seat)

Nominations for the Person Living with AIDS Co-Chair seat were opened to the floor:

CM DiCrocco nominated CM Kleffner.
CM Flores nominated CM Hermann.
CM Kanios nominated CM Siron.
CM Allgaier nominated CM Newell.

Nominations will remain open until the next Council meeting.

There was no public comment.

XVI. Adjournment

The meeting was adjourned at 2:45 p.m.

SF Docs

From: Susan Latham [slatham@shanti.org] **Sent:** Fri 8/25/2006 2:16 PM
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Subject: MONDAY AUGUST 28 MEETING CANCELLED
Attachments:

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HIV Health Services Planning Council

Milton Marks Conference Center
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Lower Level, San Diego Rooms
Monday, August 28th, 2006
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f you have any questions or concerns, please contact me.

Susan Latham
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HIV Health Services Planning Council

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DRAFT AGENDA

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I. Call to Order **4:30pm**

II. Roll Call **4:32pm**

III. Review and Approval of Agenda **4:37pm**

IV. Review of *August 24th and 26th 2006* Minutes - VOTE **4:39pm**

V. General Announcements **4:45pm**

VI. Public Comment **4:50pm**

VII. Distribute Ballots for Council Co-chair- VOTE **4:55pm**

Co-chairs

The Co-chairs will accept final nominations for Council Co-chair and then close the nominations. Ballots will be distributed to all Council members, to be turned in to Council Support at the dinner break.

Public Comment on this item.

VIII. Council Membership Applicant Recommendations – VOTE **5:00pm**
Mark Molnar and Dorothy Kleffner, Membership Committee Co-Chairs

The Membership Committee recommends one applicant for Council Membership.

- *Billie Cooper*

Public Comment on this item.

IX. Department of Public Health, HIV Health Services Quarterly Report
Michelle Long, Department of Public Health, HIV Health Services **5:05pm**

Public Comment on this item.

X. Centers of Excellence Presentations **5:15pm**

Centers of Excellence will give a five minute update on their programs. There will be an opportunity for Question and answer following the presentations.

Public Comment on this item.

XI. Dinner Break **6:00pm**

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

https://sfpl-exchange.sfpl.org/exchange/sfdocuments/Inbox/Agenda.EML/1_multipart_xF8FF_2_20060925Draft Agenda.doc/C58EA28C-18C0-4a97-9AF2-036E93DDAFB3/20060925Draft Agenda.doc?attach=1

XII. Discussion and Possible Action Regarding Policies and Procedures Manual – VOTE **6:20pm**

- Meeting Attendance Requirements
- Committee Motion from Non –Committee Members
- Policy Regarding Advocacy Project Report

Public Comment on this item.

XIII. Review of 2006 Prioritization and Allocation Summit **6:40pm**

Public Comment on this item.

XIV. CARE Act Reauthorization Update **6:50pm**
Laura Thomas, Co-Chair, Planning Committee

Public Comment on this item.

XV. Notice of Proposed By-Law Change: Attendance Requirements/Probation – Article VI. Section I **7:15pm**

Copies are available for review and are attached to the draft Attendance Policy. This item will be noticed for vote at the October Full Council Meeting.

Public Comment on this item.

XVI. New Council Co-chair Voting Results **7:20 PM**
Council Support

The results of the Council Co-chair vote will be announced.

Public Comment on this item.

XVII. New Business/Next Agenda **7:25pm**

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting and Agenda (**Monday, October 23rd**) will be determined.*

Public Comment on this item.

XVIII. Adjournment **7:30pm**

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Committee attendees.

HIV Health Services Planning Council
730 Polk Street 3rd Floor , San Francisco, CA 94109
San Francisco Department of Public Health, AIDS Office
25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

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HIV Health Services Planning Council
Milton Marks Conference Center
455 Golden Gate Avenue (Polk & Larkin)
Lower Level, San Diego Rooms
Monday, September 25th , 2006
4:30 - 7:30 PM

DRAFT MINUTES

I. Call to Order

The meeting was called to order at 4:45 p.m. by CM Allgaier (Co-chair).

II. Roll Call

Quorum was established by roll call **(Attachment A)**.

III. Review and Approval of Agenda

The agenda was reviewed without objection.

IV. Review of *August 24th and 26th 2006* Minutes

CM Antonetty has requested that future minutes include *"Action"* or *"Outcome"* sheets.

August 24th – approved without objection. **(Attachment B)**

August 26th - approved without objection. **(Attachment C)**

V. General Announcements

CM Thomas announced that Tenderloin Health has received a special project of national significance grant to provide oral health services for people with HIV in partnership with Tom Waddell Health Center. Services will be provided at Tom Waddell and Tenderloin Health Services. Still in the planning and startup process but it will bring additional $2.5 million worth of services over 5 year period.

CM Antonetty announced that Project Homeless Connect #13 is going to meet next Thursday. If anyone has clients that are homeless, please make them aware of this. This will attempt to be one stop shopping for homeless needs. However, please do not promise housing. Anyone that wants to volunteer can contact the PHC website or CM Antonetty. A lot of different agencies are participating, and rapid testing and a variety of other community services will be available.

CM Allgaier welcomed CM Brown back to the Council.

CM Allgaier also discussed leaving his post as Council Co-Chair and the general purpose of participation of Council Membership as roles of empowerment.

CM Pearce asked CM Thomas if the oral hygiene and oral care was only for Tenderloin clients.

https://sfpl-exchange.sfpl.org/exchange/sfdocuments/Inbox/HIV Planning Council Meeting Announcement.EML/1_multipart_xF8FF_2_20060925Draft Minutes.doc/C58EA28C-18C0-4a97-9AF2-036E93DDAFB3/20060925Draft Minutes.doc?attach=1

CM Brown responded that partner services will be provided by Tom Waddell be the need being so great, can only see six per session and will be oversubscribed. Tenderloin Health will operate a drop in first come/first serve and the need will be greater than what can be provided. However, there will be resources available to provide other dental services than what POP pays for. There is no expected fallout from UOP.

Mr. Newby thanked CM Allgaier for his work during the last two years.

CM Kanios thanked CM Allgaier on behalf of CM Soto as well for leadership and mentor role.

VI. Public Comment

Aimee Crisostomo of Harder+Co in collaboration with San Francisco Department of Public Health (SFDPH) and the HIV Prevention and Planning Council (HPPC) is conducting a needs assessment of people who test HIV-positive for the first time one year or less before they receive and AIDS diagnosis (aka late-testers). Information from this study will be used to improve HIV-related services and to inform local planning. The survey topics include; barriers to testing, the motivations behind getting tested, how to encourage getting tested earlier and how local results conform to national research. The surveys will be conducted one-on-one with 25-30 people and will include 2-3 focus groups. Recruiting for participants will continue through October 2006 and all agencies are requested to assist in recruitment for this survey.

Jacob Moody, BUHPFCI, spoke regarding the recent Macy's Passport event and felt that the outcome from the firm hired to coordinate the event was less than optimal. If any CARE members or their staff participated in this year's event, Mr. Moody would like their feedback. He may be reached at 415-822-9743. He felt that overall this was a good event, but felt the event was lacking this year.

VII. Distribute Ballots for Council Co-chair

CM Kleffner has declined the ballot position.

There were no other nominations. The nominations were closed.

The ballots were distributed and will be collected prior to the dinner break.

The nominees were offered an opportunity to speak to the Council regarding their nominations:

- CM Herman will seek to maintain the high standards of the position.
- CM Newell is honored to be nominated. She will be fully involved and strive to be a valuable co-chair for council and the community.
- CM Siron is a PWA and this is second nomination as co-chair and would be honored to serve in the position.

VIII. Council Membership Applicant Recommendations

CM Molnar, on behalf of the Membership Committee, presented application of Billie J. Cooper for Council approval.

Ms. Cooper is presented as an African American consumer of Ryan White care services, and a person of strong character.

VOTE - Ms. Cooper was approved by unanimous vote following a vote by show of hands.

Public Comment on this item.

There was no public comment.

- Committee Assignments

CM Molnar discussed the recent committee assignments for Council Members and that this was still a work in progress.

CM Pearce disclosed that this selection process included discussion of committee needs and demographics cross sections for assignments.

This process resulted in the following assignments:

Community Outreach and Advocacy
- Aimee Barnes
- Billie J. Cooper
- Darnell Durio
- Wade Flores
- Walter Miller
- Catherine Newell

Evaluation Infrastructure and Policy
- Ayisha Benham
- Tracy Brown
- Robert Oropeza
- Charles Siron
- Donald Soto
- Sparkie Spaeth

Points of Integration
- William Blum
- Ken Pearce
- Susan Philip

Membership
- Raymond Banks
- Stephen Herman
- Mary Lawrence Hicks
- Dorothy Kleffner
- Mark Molnar
- Kandi Patterson

Planning
- Randy Allgaier
- Margot Antonetty
- Billie-Jean Kanios
- George Simmons
- Ellen Sweetin
- Laura Thomas

IX. Department of Public Health, HIV Health Services Quarterly Report

Ms. Michelle Long, Department of Public Health, HIV Health Services, discussed four areas **(Attachment D)**:

- Conditions of award met July 2006 – August 2006

- Quality Management
- Contract Status Report
- New Staff

Conditions of Award - Ms. Long discussed that CARE Title I applications will be mailed out on Thursday, September 28th and anyone wanting an advance copy may request it through Mr. Newby at the HIV Council Support office. These applications will be due on October 2nd, 2007. The amount being requested is $33,837,485 which represents a 21% increase over the current budget. This request, if funded, would put San Francisco at the 2003 award amount prior to the large budget cuts maintained since that time.

Quality Management – Ms. Long discussed the 2 training programs being conducted during the next quarter by the Quality Management Program (QMP) and other provider trainings sponsored by HIV Health Services (HHS).

These trainings include:

9/17/06 Medi-Cal Billing Training (QMP) – this training is primarily targeted to the COE's but training is open to others interested in fact finding.

9/19/06 Recruiting the Right People (HHS)

Contract Status – reflects the 23 contracts that are CARE I and II being processed and MOU's with the DPH. She also gave the breakdown of the contract status.

Contractors were waiting on the COLA that they were promised and did not turn in CARE documents to create a CARE contract because they thought that they would have GF $ to add to that. This was by their choice and not a direction of the grantee. Also subs got additional GF$ that they wanted to incorporate into a contract. General fund and COLA monies were not available until within the month of August when most contractors got a contract extension and have been paid.

New Staff – Ms. Long concluded her presentation by announcing the hiring of a new part-time secretary to the HIV Health Services staff.

CM Pearce questioned whether, with respect to Medi-Cal billing, there are programs that can be maximized by billing Medi-Cal?

Ms. Long responded that there are programs that can maximize how they are billing with everyone who can bill Medi-Cal is setup to bill Medi-Cal. The issue with the COE is to be pro active and what they found out dealing with HRSA and their audit in the program design that they had what they had what the insurance companies understand. Calling them in early is to explain to them the configurations of the COE's will hopefully avoid dis-allowment of payment and maximize payments.

Public Comment on this item.

There was no public comment.

X. Centers of Excellence Presentations

There are seven (7) Centers of Excellence (COE) in the San Francisco EMA, with five (5) being funded by CARE.

The five CARE funded COE's include:

- Mission Neighborhood Health Center of Excellence **(Attachment E)**
- *CChamp/*Women's Center of Excellence **(Attachment F)**
- Tenderloin Care Center of Excellence
- Forensic AIDS Project Center of Excellence
- Southeast Center of Excellence **(Attachment G)**

Mission Neighborhood Health Center of Excellence – Fernando Gomez-Benitez, HIV Services Director, presented powerpoint information regarding this COE. The general topics covered included:

- Goal discussion
- Mission COE Flowchart
- Funding breakdown between MNHC
- Staffing breakdown by agency
- Positive Aspects summary.
- Staffing Breakdown.
- Negative and challenging aspects.
- COE funding Impact on Services MNHC / Clinica Esperanza

In viewing the impact summary, pre-COE data was compared with March-August 2006. It was noted that a 31% increase in Title I cases and a 51% increase in referrals and linkages occurred. This data was taken from the SFDPH database.

Chronic Care HIV/AIDS Multidisciplinary Program (CCHAMP) - Richard Bargetto presented information regarding this COE to include:

- Successes
- Start-up Challenges
- Interesting Observations

Women's COE – Mr. Bargetto also presented information regarding this COE to include:

- Successes
- Start-up Challenges
- Interesting Observations

Mr. Bargetto noted that despite the challenge of Reggie connectivity issues, there appeared to be a seamless service to clients. As an observation, with five (5) partners when partner has and issue it affects the entire COE. This is due to the MOU and other contractual obligations.

Also noted was that clients come to COE even when not seeing their provider and they are accessing mental health services as well as primary medical care.

Tenderloin Area - Naomi Prochovnick, Director, Tenderloin Care Forensics, discussed the merger of Tenderloin Health

This is actually two (2) COE's that function within one agency and same neighborhood. Goal is seamless presentation of services. The bulk of challenges are administrative. It was noted that services are Tenderloin based are not CCHAMP based. CCHAMP determined that funding was not sufficient to provide primary onsite medical care within the Tenderloin. FT nurse still but no clinic by ward 86 and now clients must go to ward 86. Tom Waddell has agreed to provide 2 separate half day medical clinics at 255. Good results with attendance. Last week there was a 102% show rate.

There is greater flexibility with the merging of the two agencies, since clients can flow back and forth between 255 and Tom Waddell. Also noted was the electronic charting system that is inclusive across all categories and makes information available to everyone within the COE.

They have attempted to remain creative in providing seamless service to a highly chaotic population.

Forensic AIDS Project (FAP) - Kate Monico Klein, Executive Director spoke of the services provided to the incarcerated. The goal of FAP is to return people into the community in as smooth a transition as possible. The breakdown of the approximate 700 clients they see a year include:

88% male
12% female
5% transgendered

44% African American
11% Latino
40% Caucasian
5% Asian/Pacific Islander
<1% Native American

59% have mental health diagnosis
62% report themselves as substance abusers

FAP works in three (3) jails at the Hall of Justice, on two (2) jail wards at San Francisco General Hospital and in two (2) jails in San Bruno.

Basic challenges and barriers revolve around funding for health education groups and to coordinate transgender services.

Southeast Partnership for Health (SPH) Center of Excellence – Charlotte Smith, Director, spoke of the overall COE partnership they are involved with including the partnerships, vision and purpose.

The purpose of SPH is to address the widening gap between morbidity and mortality among African Americans living with HIV/AIDS in the Southeast region of San Francisco.

Ms. Smith's general presentation included:

Overview
Partners
Vision and Purpose
Challenges

- Case finding
- Establishing systems of care at 3 sites
- Community organizational infrastructure.
- Low community literacy

- Primary care
- Case management
- Treatment adherence
- Mental health services
- Substance abuse assessment and referral
- Nutritional services
- Pharmacological services

Success
Program Statistics

Services

Conclusion

- This COE strives to support the individual and community in generating a broader perspective for defining themselves as African Americans in the AIDS epidemic.

Questions

CM Allgaier reminded Council that questions are to be service category related only.

CM Pearce – Considering the very large number of clients that are being seen at ward 86 and not being able to serve all of them at the COE, are some of those clients being seen at other COE's or is this a group of people not being served?

CM Allgaier restated the question. For clients that were being served prior to the COE inception who are now maybe not being seen or there has been a change or a shift in the continuum of care, how has that been managed?

Richard Bargetto - Every client is assigned to only one COE. If a client comes to ward 86 and they believe they should be eligible for the COE they are added immediately. It takes great time and energy to determine whether eligible and possibly graduated from COE. Clients are not turned away if not eligible for COE and they would be.

Fernando Gomez-Benitez agreed that this is an administrative issue. They use a formula and it would only cover 50% of clients they serve. If they find out that a client is receiving service at another COE, the client is encouraged to make a decision as to where service is received.

CM Molnar – What is the UDC contract for Tenderloin area?

Naomi Prochovnick – TLH has seen 236 and the contract is approximately 400.

For FAP?

Kate Monico-Klein - 400 contract and FAP sees 700 clients annually.

For SEH?

Charlotte Smith - 100 SE infected and 200 for affected.

CM Molnar – each COE is serving various populations and curious about those that have 2 COE's and what criteria is used to determine where the client goes.

Naomi Prochovnick - Client choice as well as capacity dictates where the clients go in this case.

Charlotte Smith membership is defined by the association of case management and there is a significant amount of case management that occurs away from the primary medical care site.

CM Allgaier – What is the difference between proposal and what is operational? How has the cultural issues been addressed between non-profit and governmental entities?

Charlotte Smith – A blending of cultural differences, a marriage of culture has occurred.

Fernando Gomez-Benitez – An Even though there are shared visions between two different organizational cultures, differences have been identified.

Naomi Prochovnick – When the concept was designed they had big visions. Unfortunately, funding did not follow the vision. She is a proponent of shared electronic systems. In looking at the model for all people all needs, an expansion of old model of CARE is looked at when anticipating cuts.

CM Herman – Inquired about client surveys and feedback.

Richard Bargetto responded that 200 clients completed and feedback indicated that clients like services and highest point is courtesy, and lowest at CCHAMP and Women's Services is waiting time.

Charlotte Smith responded that clients their feedback indicates that clients are surprised that comprehensive case management services are once again available.

CM Pearce asked if a meeting has occurred to approach the next step of seamless services for COE's and are ideas being shared?

Naomi Prochovnick – They met monthly for a year and they do coordinate with other COE's.

CM Siron – Are we getting outcomes or impacts from CARE funding among all COE's?

Naomi Prochovnick – Clients at both Tenderloin COE's represent 50% African American and 70% people of color and they are doing outreach to get these people into CARE.

Charlotte Smith – What is an improved quality of care? Is it that they are meeting their appointments? Or is it that there t-cells are rising, etc.? At SEH, they have a system in place to attempt to track this data.

Public Comment on this item.

Considering the high numbers of African Americans in the system encouraged that the COE committee should encourage those African American clients have a place to go. He works at a drug program and has a large number of clients that would like to switch COE's and there appears to be a problem with them switching and coming to Bay View and coming to their home.

XI. Dinner Break

Meeting Evaluation Forms were distributed to Council Members during the Dinner Break.

XII. Discussion and Possible Action Regarding Policies and Procedures Manual Attachment (Attachment H)

- **Meeting Attendance Requirements**

  CM Kleffner discussed the purpose of the policy change and CM Molnar read the proposed attendance policy.

  Following clarification regarding the appeals process and purpose, and matters concerning HIV-positive Council members CM Molnar read the propose bylaw change for attendance. It should be noted that no voting on the bylaw change is being done at this time, however this item is being officially noticed at this meeting.

  CM Kleffner discussed the basis and guidelines that were used in this drafting of this amendment following questions regarding its purpose.

  CM Simmons called the question without objection.
  Vote
  This motion passed unanimously. (Attachment A, Item 2)

- **Committee Motion from Non–Committee Members**

  Following an objection from CM Kanios, the Work Group and Committee Voting Policy item was tabled for the next meeting with CM Siron opposed to the tabling.

  VOTE
  Favored – sixteen (16)
  Opposed – one (1)
  Abstentions – one (1)
  This motion passed (Attachment A, item 3)

- **Policy Regarding Advocacy Project Report**

  Mr. Newby outlined the purpose of the policy.

Following general discussion this motion from committee was approved by consensus.

Public Comment on this item.

There was no public comment.

XIII. Review of 2006 Prioritization and Allocation Summit

Table for next meeting since CM Antonetty has requested a written report.

Public Comment on this item.

There was no public comment.

XIV. CARE Act Reauthorization Update (Attachment I)

Laura Thomas, Co-Chair, Planning Committee presented this update. Ms Thomas provided a handout outlining the funding proposal for the Ryan White HIV/AIDS Treatment Modernization Act of 2006. Additional correspondence between the lead Congressional staff and community stakeholders as well as a letter of community support from Governor Arnold Schwarzenegger was presented.

The Bill has been passed by the House Committee and is being reviewed by the Senate Committee. At this time, there is no hold harmless provision and this EMA will stand to lose approximately $10.5 million over a 5 year period if this new bill is passed. In addition, if this bill passes by the end of this year's session, there will be a need for this Council to reconvene and do another Priorities and Allocation Summit in the coming weeks. If the Bill dies in Committee, as anticipated, the EMA would be able to proceed with the grant applications under the current legislated guidelines.

There have been great strides made in lobbying for various changes to the legislation to include, but not limited to, a clearer definition of medical case management.

Of particular concern with the formula for the new allocation process will be the use of new HIV infections over the last five (5) years as a base for funding. This however, does not include those individuals diagnosed prior to that time and are now on CARE.

Ms. Thomas will inform the Council with updates on anything that happens with this reauthorization as quickly as it is learned.

Public Comment on this item.

There was no public comment.

XV. Notice of Proposed By-Law Change: Attendance Requirements/Probation – Article VI. Section I

This item was noticed for the October meeting.

Public Comment on this item.

There was no public comment.

XVI. New Council Co-chair Voting Results
Council Support

Mr. Newby announced that CM Herman is the new Council Co-Chair.

Public Comment on this item.

There was no public comment.

XVII. New Business/Next Agenda

- Review of 2006 Prioritization and Allocation Summit
- Committee and Work Group Motion and Voting Policy
- Bylaws changes:
    - Article VI, Section One (1) – Meeting Attendance/Termination

Public Comment on this item.

There was no public comment.

XVIII. Adjournment

The meeting was adjourned at 7:25 p.m.

HIV Health Services Planning Council

Roll Call [1]: **P**=Present; **A**=Absent; **E**=Excused; **L**=Leave of Absence
Votes [2-10]: **Y**=Yes; **N**=No; **B**=Abstain; **R**= Recused

	September 25, 2006	[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]
1.	Randy Allgaier	P	Y	Y							
2.	Margot Antonetty	P	Y	B							
3.	**Raymond Banks**	A	A	A							
4.	Aimée Barnes	A	A	A							
5.	Ayisha Benham	A	A	A							
6.	William Blum	P	A	A							
7.	***Tracy Brown***	P	Y	Y							
8.	*Jeff Byers*	P	A	A							
9.	Darnell Durio	A	A	A							
10.	Wade Flores	A	A	A							
11.	Stephen Herman	P	Y	Y							
12.	Mary Lawrence Hicks	A	A	A							
13.	Billie Jean Kanios	P	Y	Y							
14.	Dorothy Kleffner	P	Y	Y							
15.	Walter Miller, Jr.	P	Y	Y							
16.	Mark Molnar	P	Y	Y							
17.	Catherine Newell	P	Y	Y							

18.	Robert Oropeza	P	Y	Y							
19.	Kandi Patterson	P	Y	Y							
20.	Ken Pearce	P	Y	Y							
21.	Susan Philip	P	Y	Y							
22.	George Simmons	P	Y	Y							
23.	Charles Siron	P	Y	N							
24.	Donald Soto	A	Y	Y							
25.	Sparkie Spaeth	P	Y	Y							
26.	Ellen Sweetin	P	Y	Y							
27.	Laura Thomas	P	Y	Y							

*=NEW MEMBERS– check to see if they have received appointment letters from the Mayor before considering them as voting members. THERE ARE NO NEW MEMBERS THIS MEETING: ONE RESIGNATION: MICKE ULATE, 7/10/2006

QUORUM (Needs to be ½ of Total Members +1) = 15 members of which at least 5 members must be living with HIV. As of 9/25/2006, 47% of Council members are HIV positive.

HIV HEALTH SERVICES PLANNING COUNCIL

Milton Marks Conference Center
455 Golden Gate Avenue (Polk & Larkin)
Lower Level, San Diego Rooms
Monday, October 23rd , 2006
4:30 - 7:30 PM

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DRAFT AGENDA

10-19-06P02:07 RCVD

I. Call to Order **4:30pm**

II. Roll Call **4:32pm**

III. Review and Approval of Agenda **4:37pm**

IV. Review of *September 25th, 2006* Minutes - VOTE **4:39pm**

V. General Announcements **4:45pm**

- *Welcome Billie J. Cooper, new Planning Council Member*

VI. Public Comment **4:50pm**

VII. Update on Grant Application by the Department of Public Health HIV Health Services **5:00pm**

Public Comment on this item.

VIII. Discussion and Possible Action Regarding Policies and Procedures Manual – VOTE **5:05pm**

- Leave(s) of Absence
- Committee and Work Group Motion and Voting Policy

Public Comment on this item.

IX. Notice of Proposed Bylaws Change: ARTICLE V, Section 1. – LEAVE OF ABSENCE **5:20pm**

ARTICLE XI- AMENDMENTS

Section 1. These Bylaws may be amended by the Council at any Regular meeting by a majority (two-thirds) vote, following thirty (30) days notice of any proposed changes.

Public Comment on this item.

X. Proposed Bylaws Change: ARTICLE VI, Section 1. – MEETING ATTENDANCE/ TERMINATION - VOTE **5:25pm**

This item was noticed for thirty (30) days, and was, therefore, placed on the September 25, 2006 regular Council agenda as per the Bylaws, revision January 24, 2005.

Public Comment on this item.

XI. Update on the Board of Supervisors' Comprehensive HIV/AIDS Housing Work Group
Laura Thomas, Council Member and Work Group Representative **5:35pm**

XII. Review of 2006 Prioritization and Allocation Summit **5:40pm**

Public Comment on this item.

https://sfpl-exchange.sfpl.org/exchange/sfdocuments/Inbox/HIV Planning Council Meeting Announcement.EML/1_multipart_xF8FF_3_20061023Draft Agenda.doc/C58EA28C-18C0-4a97-9AF2-036E93DDAFB3/20061023Draft Agenda.doc?attach=1

XIII. Dinner Break **6:00pm**

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

XIV. Presentation and Discussion on the Evaluation and Process of Planning Council Meetings

Mary Lawrence Hicks, Evaluation Committee Co-Chair **6:30pm**

- *Review of council meeting data*
- *Review of council structure*

Public Comment on this item.

XV. CARE Act Reauthorization Update **7:00pm**

Laura Thomas, Co-Chair, Planning Committee

Public Comment on this item.

XVI. Discussion of December 2006 Meeting Schedule **7:10pm**

December 25th is the fourth Monday of the month and Christmas Day. The Steering Committee recommends its meeting be moved to Monday, December 11th; the Full Council meeting be moved to Monday, December 18th, and that the Membership Committee decide when to hold its December meeting in committee.

Public Comment on this item.

XVII. New Business/Next Agenda **7:20pm**

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting and Agenda (**Monday, November 27th**) will be determined.*

Public Comment on this item.

XVIII. Adjournment **7:30PM**

Note: Agenda items are subject to change, postponement, or removal. Meeting agendas are considered to be in DRAFT form until reviewed and approved by Committee attendees.

HIV Health Services Planning Council
730 Polk Street 3rd floor, San Francisco, CA 94109

San Francisco Department of Public Health, AIDS Office
25 Van Ness Avenue, 5th floor, San Francisco, CA 94102

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HIV Health Services Planning Council

Milton Marks Conference Center
455 Golden Gate Avenue (Polk & Larkin)
Lower Level, San Diego Rooms
Monday, October 23rd , 2006
4:30 - 7:30 PM

DRAFT Minutes

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I. Call to Order

The meeting was called to order at 4:35 p.m.

II. Roll Call

The roll was called and quorum was established.

III. Review and Approval of Agenda

The agenda was reviewed and approved by consensus.

IV. Review of *September 25th, 2006* Minutes

The minutes were reviewed and approved by consensus.

V. General Announcements

- Welcome Billie J. Cooper, new Planning Council Member
- CM Soto announced that the CARE Council and HPPC chairs met to plan the annual joint meeting. HPPC will be hosting the meeting on Thursday, Feb 8, 2007.
- CM Kanios announced that a follow up meeting for the Prevention with Positives Conference will be held in January for 3 counties in the EMA with details to be announced.
- Mr. Newby, Director, HIV Health Services Planning Council, presented a certificate from the Mayor Newsom's office to CM Allgaier for service to the council as co-chair.
- CM Soto welcomed CM Herman as the new co-chair.
- CM Herman announced that CM Blum has resigned from the CARE Council due to employment conflicts.

VI. Public Comment

Michael Petrellis commented:

- There is a need to cut salaries and overhead for AIDS Foundation – executive salaries increased. Serious discussion needed regarding cutting salaries and placing moneys into housing subsidies.

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- AIDS fundraising propaganda should be cut as well.
- Outreach newsletters should also be eliminated and funds allocated to housing subsidies.
- Housing agencies have lost sight of wait list issues and new people can not get onto lists. A lot of people will be helped with these types of cuts.

VII. Update on Grant Application by the Department of Public Health HIV Health Services

AIDS Office is working on producing a bound copy of grant application for distribution.

Public Comment on this item.

There was no public comment.

VIII. Discussion and Possible Action Regarding Policies and Procedures Manual

- **Leave(s) of Absence**

CM Kleffner presented the proposed Leave of Absence policy for Council vote. There was no discussion.

VOTE –

The motion passed unanimously (Attachment A, Item 2).

- **Committee and Work Group Motion and Voting Policy**

CM Herman presented the Committee and Work Group voting policy and general discussion with all parties expressing concerns and support followed.

Public Comment on this item.

Michael Petrellis stated that if there is a way to take over a committee, he is in favor.

VOTE

Favor Sixteen (16)

Opposed Three (3)

Abstentions One (1)

The motion passed.

IX. Notice of Proposed Bylaws Change: ARTICLE V, Section 1. – Leave of Absence

CM Kleffner presented the Leave of Absence Bylaws Policy change for comments and feedback prior to voting in November.

Mr. Newby wanted to ensure that the policy stated "12 months" stated versus "calendar year".

Public Comment on this item.

There was no public comment.

X. Proposed Bylaws Change: ARTICLE VI, Section 1. – Meeting Attendance/ Termination - VOTE

This item was noticed for thirty (30) days, and was, therefore, placed on the September 25, 2006 regular Council agenda as per the Bylaws, revision January 24, 2005.

CM Molnar presented the policy for discussion prior to voting.

Public Comment on this item.

There was no public comment.

XI. Update on the Board of Supervisors' Comprehensive HIV/AIDS Housing Work Group

CM Thomas presented an update on the Housing Work Group. The group is charged with developing a plan to address housing issues needs within San Francisco. The Plan is to be developed within the next six months.

CM Antonetty noted that the Department of Public Health website has meeting information regarding the work group.

The next meeting will be held on November 7th, 2-4pm at City Hall.

Public Comment on this item.

Michael Petrellis stated that there is a missing component, outreach to PWAs (People Living with AIDS) on waiting list and not on waiting list. Is there enough AIDS client involvement?

XII. Review of 2006 Prioritization and Allocation Summit

The 2006 Prioritization and Allocation Summit summary was presented for review.

CM Thomas stated clarification that clarification that whatever is available of allocated $1 million by the Board of Supervisors will be used from the General Fund for Housing.

ACTION – change minutes and Summary of Action to reflect designated funds available not $1 million.

CM Antonetty reminded members of commitment to backfill 06-07 CARE cuts with BOS funding requisites. Therefore, current claims against the $1 million are $365,000.

CM Allgaier and CM Byers discussed the new Medicare Part D program eligibility.

Public Comment on this item.

There was no public comment on this item.

XIII. Dinner Break

Meeting Evaluation Forms were distributed to Council Members during the dinner break.

XIV. Presentation and Discussion on the Evaluation and Process of Planning Council Meetings

CM Hicks presented the evaluation findings of the process leading to the 2006 Summit.

- *Review of council meeting data*
  - Presentations are longer and denser than preferred.
  - Data summaries are preferred, and power point presentations should be improved.
  - Opportunity for discussion should be available with specific points as focus.
  - Renewing committee reports is suggested.
  - Materials should be presented throughout the year to eliminate more meetings as Summit approaches.
  - Introduction of small group work within meetings to facilitate information discussion.
  - People want information in advance.
  - Positive feedback about retreat binder information.
- *Review of council structure*
  - Revisit PWLHA (People Who are Living with HIV/AIDS) Caucus concept. By default COA and Membership has most of the PWA (People Living with AIDS) participation. Another forum is needed to discuss issues that afford networking and discussion points for PWLHA's. It is recommended that they meet quarterly.
  - Many people familiar with their own committees but not with other committees of the Council and are encouraged to participate in other committees.

Discussion

There was general discussion regarding the quality, length and format of information presentation. In addition, the timing of information and its collection for presentation in the Summit binder was discussed. There was general consensus that the CARE Council is a diverse body with individual members each possessing different levels of learning skills. The Council will attempt to accommodate these differences, ensuring that each member has the same opportunities to make educated decisions surrounding CARE matters.

In addition, there is overwhelming support for the PWHLA Caucus, but some sort of structure needs to be mandated to ensure its effectiveness.

ACTION – PWHLA Caucus issues will be sent to the joint Evaluation/I&P committee for later forwarding to the Steering Committee.

Public Comment on this item.

There was no public comment.

XV. CARE Act Reauthorization Update

CM Thomas presented the update of the CARE Act Reauthorization. Any new guidelines will likely go into effect in March 2008 if new legislation is passed in the upcoming legislative session.

Public Comment on this item.

There was no public comment.

XVI. Discussion of December 2006 Meeting Schedule

December 25th is the fourth Monday of the month and Christmas Day. The Steering Committee recommends its meeting be moved to Monday, December 11th; the Full Council meeting be moved to Monday, December 18th, and that the Membership Committee decide when to hold its December meeting in committee.

ACTION to be placed on the November meeting agenda.

Public Comment on this item.

There was no public comment.

XVII. New Business/Next Agenda

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *The next Council Meeting and Agenda (**Monday, November 27th**) will be determined.*

Public Comment on this item.

There was no public comment.

XVIII. Adjournment

The meeting was adjourned at 7:10 p.m.

HIV Health Services Planning Council

Walden House
1885 Mission Street @ 15th Street, 3rd Floor
Monday, November 27th, 2005
4:30 PM - 7:30 PM

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I. Call to Order 4:30

II. Roll Call 4:32

III. Review and Approval of Agenda 4:37

IV. Review of October 23rd, 2006 Minutes - VOTE 4:39

V. General Announcements 4:45

VI. Public Comment 4:50

VII. Steering Committee Report - VOTE 4:55

- *Announcement of Committee Co-Chair Elections*
- *Formation, tasks and timeline of Other Funding Streams Workgroup*
- *Formation, tasks and timeline of Needs Assessment Workgroup*

Public Comment on this item.

VIII. Council Membership Applicant Recommendations – VOTE 5:10
Mark Molnar and Mary Lawrence Hicks, Membership Committee Co-Chairs

The Membership Committee recommends three applicants for Council Membership.

- *George Stevens*
- *Maritza Penagos*
- *Veronica Pillaktze*

Public Comment on this item.

IX. Unobligated Funds for FY 2006-07 Update and Discussion - VOTE 5:15
Michelle Long, Director HIV Health Services

Council Members will be presented with an update regarding unobligated funds for FY 2006-2007 to date and vote on use of those funds.

Public Comment on this item.

X. Discussion of 2007 Prioritization and Allocation Calendar and Subjects – VOTE 5:40

- *Meeting Dates*

Public Comment on this item.

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XI. Dinner Break **6:05**

Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.

Public Comment on this item.

XII. Report on Three Year Plan Implementation - VOTE **6:30**

Laura Thomas and George Simmons, Planning Committee Co-Chairs

- *Priority Group Discussion and Decision*
- *EMA (Eligible Metropolitan Area) Discussion of Shared Responsibilities*

Public Comment on this item.

XIII. Proposed Bylaws Change: ARTICLE V, Section 1. – LEAVE OF ABSENCE- VOTE **7:00**

ARTICLE XI- AMENDMENTS

Section 1. These Bylaws may be amended by the Council at any Regular meeting by a majority (two-thirds) vote, following thirty (30) days notice of any proposed changes.

Public Comment on this item.

XIV. New Business/Next Agenda **7:25**

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *Please Note: The full council meeting has been moved up one week to Monday, December 18th, 2006, San Diego Rooms B&C.*

Public Comment on this item.

XV. Adjournment **7:30**

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HIV Health Services Planning Council
Walden House, 1885 Mission Street @ 15th Street, 3rd Floor
Monday, November 27th, 2005, 4:30 PM - 7:30 PM

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I. Call to Order

The meeting was called to order at 4:40 p.m. by Co-Chair Kanios.

II. Roll Call

The roll was called and quorum was established (attachment A).

III. Review and Approval of Agenda

The agenda was reviewed and approved by consensus.

IV. Review of October 23rd, 2006 Minutes

The minutes were reviewed and approved by consensus.

V. General Announcements

- Council Members announced 2006 World AIDS Day events for San Francisco and San Mateo.
- CM Kanios – Prevention with Positive workshop will be forming soon and also acknowledged the Milk/Moscone assassinations 28 years ago today and need to acknowledge and be reminded of their contributions to the efforts of the community.
- CM Antonetty – Project Homeless Connect will be held on Thursday, December 7. For more information please refer to the Project Homeless connect website.
- CM Allgaier announced that as a result of the State Office of AIDS, those who are MediCare/Medicaid only eligible, Medicare Premiums can be paid for Medicare Part D. This does not include dual eligible individuals.

VI. Public Comment

Patrick Monnette-Shaw, with respect to the status of Care Act: Reauthorization CARE Council should send letter to Representative Pelosi to encourage active work on bipartisan reauthorization of bill now.

AIDS Office is convening HIV Health Services work group is being convened. He had made a public records request

Under the current Care Act the charge to determine any changes is the CARE Council who should focus on setting those priorities.

In addition, the community has a right to know what goes on in that committee.

VII. Steering Committee Report - VOTE

https://sfpl-exchange.sfpl.org/exchange/sfdocuments/Inbox/FW: [SF_HIV_Health_Services_Planning_Council] Full Council December Agenda and Minutes.EML/1_multipart_xF8FF_3_20061127Draft Minutes.doc/C58EA28C-18C0-4a97-9AF2-036E93DDAFB3/20061127Draft Minutes.doc?attach=1

- **Announcement of Committee Co-Chair Elections**
  - COA – not yet determined
  - Membership – CM Molnar and CM Hicks
  - Policy and Evaluation – CM Allgaier and CM Spaeth
  - Planning – CM Thomas and CM Simmons
  - Points of Integration – not yet determined
- **Formation, tasks and timeline of Other Funding Streams Workgroup**

  Workgroup of CM will be formed to look at other funding streams. It is time limited. The purpose is to collect and analyze other funding streams available for People Living With HIV/AIDS.

  CM Allgaier, CM Siron, and CM Herman have volunteered for this work group.
- **Formation, tasks and timeline of Needs Assessment Workgroup**

  Council set aside funds from rollover funds to support needs assessment efforts. Harder & Company will be conducting the needs assessment and a workgroup is being formed to provide council oversight and input. Harder & Company has submitted a basic proposal and work plan. The Council needs to determine the focus population.

  After discussion, it was concluded that the focus population of the needs assessment for this year will be for:

  Motion – to approve Needs Assessment for 2007 to focus on Women (especially Women of Color).

  Vote

  Unanimous

  Target date for completion is the end of June 2007.

  Council Members interested in participating in the workgroup include:

CM Newell	CM Siron
CM Kleffner	CM Flores
CM Kanios	CM Hicks
CM Oropeza	

Public Comment on this item.

There was no public comment on this item.

VIII. Council Membership Applicant Recommendations

CM Molnar and CM Hicks, Membership Committee Co-Chairs presented the candidates for council member positions.

The Membership *Committee recommends three applicants for Council Membership.*

- George Stevens
- Maritza Penagos
- Veronica Pillaktze

The candidates introduced themselves and gave short bios.

Vote

Each candidate was approved unanimously for CARE Council Membership.

Public Comment on this item.

Patrick Monette-Shaw recommends that because a member on probation may be tying up quorum, these names and their affiliations should be placed on the CARE Council website. The public has a right to know about members on probation.

IX. Unobligated Funds for FY 2006-07 Update and Discussion -

Dean Goodwin, SFDPH, presented Attachment B and proposals for anticipated unspent funds.

It is the policy of DPH to try to anticipate unspent funds in advance.

Noted was that Marin County is due to adjust to a fiscal year that coincides with SF reporting and that is the reason for the unspent dollars.

These unspent dollars must be spent by Feb 2007.

CM Thomas/Siron recommended proposal #3, by dollar instead of percentage. second.

CM Antonetty discussed the potential that residential case management may have a need for additional funds and would like to make the proposal at the next full council meeting that will pertain to a portion of the current $98k listed from Housing.

The CARE Planning Council directs SFDPH HIV Health Services office to reallocate $300k Direct Emergency Assistance, and remainder to COE's

Discussion –

After discussion, CM Thomas/Siron withdrew their motion in consideration of the new housing issue from CM Antonetty.

Motion – CM Thomas/Siron - Unexpended dollars listed and any dollars that come from reallocation except housing will go to Direct Emergency Assistance and any other monies will go to COE support. Housing funds are to be decided at later date.

Vote

Ayes – twelve (12)

Recusals – two (2), CM Hicks, CM Thomas

Motion passes.

Public Comment on this item.

Patrick Monnette-Shaw – hopes to revisit question on how the process spends the rollover funds.

X. Discussion of 2007 Prioritization and Allocation Calendar and Subjects

CM Thomas presented the Prioritization and Allocation Calendar. Not included is the COA information because their fora have not been established.

Included in the calendar:

Joint meeting with HPPC in February.

Housing Work Group presentations in April.

Service category presentation in May.

Meeting Dates for 2007 for Priority and Allocation: **August 16th and August 18th, 2007.**

Public Comment on this item.

There was no public comment.

Motion to approve the 2007 Prioritization and Allocation Calendar as presented with the exclusion of the expected COA fora -

Vote

This motion was approved.

XI. Dinner Break

Meeting Evaluation Forms were distributed to Council Members during the dinner break.

XII. Report on Three Year Plan Implementation

CM Thomas presented the three year plan.

Objective 1.3 – greater service integration among entire SF EMA and access to services is currently the focus. This includes:

- Priority Group Discussion and Decision
- EMA (Eligible Metropolitan Area) Discussion of Shared Responsibilities

Public Comment on this item.

There was no public comment.

XIII. Proposed Bylaws Change: ARTICLE V, Section 1. – Leave of Absence- VOTE

ARTICLE XI- AMENDMENTS

Section 1. These Bylaws may be amended by the Council at any Regular meeting by a majority (two-thirds) vote, following thirty (30) days notice of any proposed changes.

Vote

Passed unanimous.

Public Comment on this item.

There was no public comment on this item.

XIV. New Business/Next Agenda

Council Members will have an opportunity to complete Meeting Evaluation Forms.

- **Please Note:** The full council meeting has been moved up one week to Monday, December 18th, 2006, San Diego Rooms B&C.

Public Comment on this item.

There was no public comment.

XV. Adjournment

The meeting was adjourned at 6:36 pm.

HIV Health Services Planning Council

Milton Marks Conference Center
455 Golden Gate Avenue (Polk & Larkin)
Lower Level, San Diego Rooms
Monday, December 18th , 2006
4:30 - 7:30 PM

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I.	**Call to Order**	**4:30**
II.	**Roll Call**	**4:32**
III.	**Review and Approval of Agenda**	**4:37**
IV.	**Review of November 27th, 2006 Minutes - VOTE**	**4:39**
V.	**General Announcements**	**4:45**
VI.	**Public Comment**	**4:50**
VII.	**Annual Presentation to Council** *Public Comment on this item.*	**5:00**
VIII.	**Steering Committee Report** **Don Soto, Co-Chair** *Public Comment on this item.*	**5:10**
IX.	**Discussion and Review of HRSA Housing Policy Change – VOTE** **Council Members Laura Thomas, Margot Antonetty and George Simmons** **Planning Council response with draft response to voted upon at the January 22, 2007 Full Council meeting** *Public Comment on this item.*	**5:20**
X.	**Three Year Plan Presentation and Discussion** **Council Member Don Soto and Council Support Enrique Asis** *Public Comment on this item.*	**5:35**
XI.	**Dinner Break** ***Meeting Evaluation Forms will be distributed to Council Members during the Dinner Break.***	**6:00**
XII.	**Reauthorization Update** **Council Member Laura Thomas** *Public Comment on this item.*	**6:15**
XIII.	**By-Laws Discussion: Voting Procedures** **Council Member Randy Allgaier** *Public Comment on this item.*	**6:40**

XIV. Housing Unfunds Discussion and VOTE 6:55

Public Comment on this item.

XV. Discussion of Council Work Plan 2007 7:10

Jack Newby, Council Director

- **Goals and Objectives**
- **Review of Process**

Public Comment on this item.

XVI. New Business/Next Agenda 7:20

- *Council Members will have an opportunity to complete Meeting Evaluation Forms.*
- *Please Note: The next full council meeting will be Monday, January 22, 2007, San Diego Rooms B&C.*

Public Comment on this item.

XVII. Adjournment 7:30

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JAN 18 2007

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HIV Health Services Planning Council
Milton Marks Conference Center
455 Golden Gate Avenue (Polk & Larkin)
Lower Level, San Diego Rooms
Monday, December 18th , 2006
4:30 - 7:30 PM

DRAFT MINUTES

I. Call to Order

The meeting was called to order at 4:35 p.m. by CM Herman, Co-Chair.

II. Roll Call

The roll was called and quorum was established. (Attachment A)

III. Review and Approval of Agenda

The agenda was reviewed and approved.

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IV. Review of November 27th, 2006 Minutes

CM Molnar was not present at the November 27th meeting as indicated in Item 8.

The minutes were approved as amended by consensus.

V. General Announcements

- Mr. Newby announced that the PWA (People With AIDS) Caucus will hold its first meeting on January 10th, 2007 at 7 pm following the January Community Outreach and Advocacy Committee (COA) meeting;
- CM Flores announced that he and CM Newell have been selected as the new co-chairs of the COA committee.

VI. Public Comment

- Michael Petrellis provided a handout of salaries of HIV AIDS executives in San Francisco and stated that the salaries are outrageous. Salaries are increasing with what appears to be no waiting list for salaries and fringe benefits. The housing wait list should have priority and AIDS provider executives should be asked to cut their salaries and those monies to unmet housing needs of PWA's.
- Patrick Monette-Shaw stated an intention to file a public request of salaries of the SFDPH Health HIV Health Services and HAPN (HIV AIDS Providers' Network) and other AIDS Service providers. There is a clear duplication of services. He stated that the posted CARE Council agendas were too vague and there was potential he would file Sunshine Ordinance complaint.

VII. Annual Presentation to Council

- A presentation of certificates honoring the service of all Council Members from Mayor Gavin Newsom was made by Co-Chairs and Mr. Newby, Council Director.

Public Comment

There was no public comment on this item.

VIII. Steering Committee Report

CM Soto, Co-Chair presented the report to include the following:

- Policy and Evaluation was cancelled.
- Community Outreach and Advocacy had not met at the time of the Steering Committee meeting. CM Newell and Flores were elected co-chairs of the Committee.
- Planning finalized the Three Year Plan (Comprehensive Plan) presentation. SFDPH HIV Health Services is beginning discussion of integration of services with other counties in the EMA (Eligible Metropolitan Area).
- Membership is seeking members the following communities: Latino/a's (under 25 years of age, specifically), African Americans, agencies serving youth or youth in general, as well as the MediCal seat.
- The Points of Integration meeting was cancelled.
- San Francisco Board of Supervisors Comprehensive HIV/AIDS Housing Work Group is reviewing the wait list and new HRSA (Health and Resources Services Administration, United States Department of Health and Human Services) length of stay policy change (HAB Policy 99-02 Amendment/CARE Title I).

Public Comment

- Patrick Monette-Shaw requested clarification about the SFDPH HIV Health Services integration meeting, and remains disturbed that the DPH is doing the work of the Council. In Los Angeles, the CARE Council is independent and Comprehensive Plan information should be discussed in the CARE Council prior to being discussed with SFDPH.
- Michael Petrellis asked if any presenters were SFDPH employees and to identify themselves.

IX. Planning Council response with draft response to voted upon at the January 22, 2007 Full Council meeting

Council Members Thomas, Antonetty and Simmons provided updated information on the HRSA Housing Policy Change and its effect on San Francisco. The policy has been posted in the Federal Register and may be located online by googling: hrsahabpolicy notice 99-02 amendment.

The Title I policy amendment limits benefits to twenty-four (24) months in a lifetime. Clients will be moved from CARE funded housing to other access programs. Housing Opportunities for Persons with HIV/AIDS (HOPWA) is fully utilized. It is unclear if this policy change will be retroactive, ie, when will the counting of monthly benefit begin? There are currently 491 clients that could be affected by such a policy change.

The CARE Council will submit comments on the proposed change and ask HRSA not to implement and/or ask that implementation of 24 month timing begin March 2007 and not be retroactive.

CM Antonetty stated that the San Francisco Department of Public Health had already drafted and sent it's response to the Health Commission opposing this policy and requesting that technical assistance be provided to San Francisco for the implementation of the policy.

The new HRSA policy is validation of the direction that the Council is taking to move housing off CARE and onto general fund.

Council response will also include an objection to the lifetime limits and request consideration that if someone is subsidized for a specific period of time for housing that they may be eligible to return for housing assistance.

Motion - Reconvene CARE Council Housing Work Group Committee for one meeting in January 2007 to draft a response to HRSA opposing the policy change and addressing the lifetime limitations to be presented through Steering at the January 2007 Council Meeting.

Public Comment

- Patrick Monette-Shaw stated that the CARE Council Housing Work Group Committee is an important issue and Council should have noticed and notified the community regarding the vote.
- Micahel Petrellis stated that Executive Directors should offer $10K of salary to be put towards unmet housing needs of San Francisco. This would be seen as a good faith effort that San Francisco is attempting to address the housing issues internally as well. There are hundreds of people on the closed housing wait list and they should be contacted and used to collectively send the HRSA response.

VOTE - BY VOICE
ALL FAVORED –
MOTION PASSES

ACTION ITEM – **Draft response to HRSA regarding policy change.**

X. Three Year Plan Presentation and Discussion

Council Member Don Soto and Council Support Enrique Asis presented the Three Year Plan.

The presentation included:

Goals (10)

1. Culturally competent EMA-wide continuum of essential services for all eligible;
2. To ensure a high-quality, integrated system of care for people with HIV/AIDS who have sever needs;
3. To ensure a client-centered system of care that works to empower people with HIV/AIDS at all levels;
4. To bring people with HIV who are not in care into care, including persons who know and do not yet know their HIV status;
5. Continue to improve the health status of people of color – especially African Americans and Latinos – who are living with HIV/AIDS;
6. To improve the health status of women and families with HIV/AIDS, including transgender women;
7. To prevent transmission of HIV and other STD's by HIV-positive individuals;
8. To coordinate HIV/AIDS care resources and maximize benefits access for people with HIV/AIDS to ensure that Ryan White Care Act funds are used as the funding source of last resort;
9. Ensure the highest quality of HIV/AIDS services through oversight, accountability and Quality Management;
10. Planning Council is efficient and effective in fulfilling its mandated roles and responsibilities.

Challenges (3)

1. Reauthorization impacts
2. Flat or reduced funding
3. Implementation and Evaluation of new initiatives such as Centers of Excellence

Conclusions (9)

1. Council and Committee have made progress on all the goals and objectives
2. Reauthorization uncertainty has impeded process to reach some goals
3. Addressing cultural competency issues remain a challenge
4. Council Diversity and Retention issues are a challenge

5. Reducing client dependency on system should be addressed – Objective 3.5
6. Strategies for bringing clients into care and determining unmet need should be refined – Objective 4.1
7. COE (Centers of Excellence) Implementation and Evaluation due to start-up – Objective 4.2
8. Goals 5 and 6 of Improving Health Status of communities of color and women and families, including transgender women – how to evaluate
9. Goal 7 – Integration of Prevention and Care – how to evaluate

Public Comment

There was no public comment.

XI. Dinner Break

Meeting Evaluation Forms were distributed to Council Members during the Dinner Break.

XII. Reauthorization Update

CM Thomas announced that the CARE ACT Bill had been reauthorized for three years and is more helpful to San Francisco than previous versions. This bill will sunset after three years. During this reauthorized period, Congress will look at what HIV services are realistically needed and will hold hearings/community forums.

Hold harmless is still included in the Bill and San Francisco will have better protection than the originally proposed Bill. Changes from current legislation include

- Formula 2/3rd - Supplemental 1/3rd. Supplemental awards are based on the scoring of grant applications and HRSA may make changes to the Supplemental criteria.
- 75% for core medical services. This category does not include residential substance abuse programs or housing which will compete with food, housing and other non-core related services.

Concerns expressed include:

How HRSA is going to implement the reauthorization since the Bill goes into effect March 2007 and HRSA has often given time for implementation. If the award is late HRSA will allocate a % award.

Appropriations: HRSA may delay awards until the United States Health and Human Services budget is approved.

There is the possibility that earmark will be stripped from the Appropriations Bill. This may affect funding streams since they are typically directed to specific agencies and bypass San Francisco Department of Public Health HIV Health Services.

NOTE: CM Siron reminded Council that the funding streams work group will meet on January 23rd.

A positive for California was the inclusion of code-based HIV data. Inconsistent reporting across the country has become an issue.

$70 million for Title II and an additional $18 million for Title I is being advocated for at this time by community activists.

Public Comment

- Patrick Monette-Shaw stated $1million moved due to HRSA audit revealed monies were being spent on case management and not housing. CARE funds is the funder of last resort.
- CM Antonetty clarified that the $1 million shift from case management to housing was done at the HRSA recommendation because it looked like San Francisco was spending more funds on housing and to accurately reflect the actual dollars.
- Marshia Herring (SFDPH HIV Health Services) reminded Council that the later the letter of award, the later the contract is developed and that no interim contracts will be allowed this fiscal year.

XIII. By-Laws Discussion: Voting Procedures

Mr. Newby presented the upcoming bylaws change and notice of vote regarding voting procedures.

There was discussion regarding the difference between abstentions and recusals according to Robert's Rules of Order.

Public Comment

- Patrick Monette-Shaw stated that abstentions are wrong and recommends that when vote is held on the issue abstentions should not be an option. Also there should be a (3) amendment to bylaws:
  - Address original intent of voting procedures changes;
  - Remove option to abstain, that is, outlaw this voting option;
  - Adopt an ethical policy regarding conflict of interest, that is, refer to conflict of interest in voting.

XIV. Housing Unfunds Discussion

Motion - CM Antonetty/Siron proposed using $100 thousand of Unallocated Housing funds to address safety health, and hygiene issues facing the HIV/AIDS housing programs. This would be spent on non-capital items.

Public Comment

- Patrick Monette-Shaw stated he was appalled that there are service providers who would allow clients to live in such deplorable conditions and felt the $100K should be put to Direct Emergency Assistance.

VOTE
AYES - nineteen (19)
RECUSALS – three (3)
Motion passes.

XV. Discussion of Council Work Plan 2007

Mr. Newby discussed the Council Work Plan Goals and Objectives and the Review of the Process as presented.

Public Comment

No public comment on this item.

XVI. New Business/Next Agenda

Action Item - HRSA Housing policy change draft response letter.

- *Please Note: The next full council meeting will be Monday, January 22, 2007, San Diego Rooms B&C.*

Public Comment

No public comment on this item.

XVII. Adjournment

The meeting was adjourned at 7:30 p.m.

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